Indiana Section of the MAA Executive Board Meeting  
Friday, March 18, 2016  
5:00 – 6:00 P.M.  Henderson Conference Room, JCFA  
Franklin College

PRESENT: Alex Capaldi (Treasurer), Josh Holden (Public Information Officer), John Lorch (Governor), Alain Togbe (Chair), Daniel Kiteck (Vice Chair), Haseeb Kazi (Secretary), John Rickert (Past Chair), Justin Gash (Student Activities Coordinator)

GUESTS: David Housman (Indiana Outreach Program Coordinator), Stacy Hoehn (Indiana project NExT Coordinator, and Spring 2016 Local Host), Paul Fonstad (Upcoming Student Activities Coordinator, and Local Host)

1. Calling Meeting to Order:  
   • Meeting was called to order at 5:03 pm by the Section Chair Alain Togbe, who also welcomed the guests, and thanked all of the members on the Executive Board.

2. Approval of the Prior Minutes:  
   • Minutes from the Fall 2015 executive board meetings were approved unanimously.

3. Reports - Officers and Committees  
   • Governor – John Lorch  
     Governor’s report has been posted on our web page. Look it up there it for complete details of the activities of the national board of governors. An important update is the approval of a new MAA governance model. There will be a 9-member Board of Directors that will serve as the nimble decision-making body of the association with fiduciary responsibility, and a 29-member Council acting as the conscience of the Association and serving as a conduit for communication with sections and members. The full outline of this new model can be seen in his posted report.

   • Secretary – Haseeb Kazi  
     Haseeb shared that the total participation numbers for this Spring 2016 meeting sounded the highest after Spring 2007. Both the student and faculty attendance has been impressive. A printed copy of his brief report including some attendance data was also shared. He has been working with the MAA national office to obtain membership count for our section, and was successful in securing a document that listed the membership numbers for all of the sections over the past 10 years. Haseeb advocated the need of raising our numbers, and thinking of new initiatives to support this endeavor. He further reported that our 2015 membership count was 739. John Lorch observed that change in the structure of departmental membership might have been raising the total count. Haseeb also shared MAA’s following official statement on section emails:
     All section-wide communication is directed through the federal office in order to protect the privacy of individual MAA members and to make sure that all section emails comply with mass-mailing laws, as well as MAA mass-mailing policies. This policy also ensures that the email list for section emails is maintained and up-to-date to the minute, as the email addresses are pulled directly from the MAA membership database.

     On a subsequent comment from Alex and David, the board thought that directly emailing the entire list of the math faculty in all colleges and universities in Indiana might not be an issue. However, we might not be able to directly email the specific subset of this list consisting of only the MAA members in our section. Moreover, Haseeb also shared a copy of the official policy on recording and broadcasting of MAA events.

   • Treasurer’s report - Alex Capaldi
A copy of the year-end financial report was distributed. The total account balance as of 3/17/16 is $15,459.73. We have spent 403.08 on INMAA Outreach (Visitors) Program, and the remaining budget is $1096.92. In addition, complete details of the total cash flow from Fall 2015 meeting were also shared. Total income and expenses were almost balanced out, indeed, leaving us with $91 deficit at the end, which is pretty good compared to the last years. Alex reported that due to the significant increase in the membership, this time we have spent around four times as much as we spent last time on the post card reminders. John L. shared that not sending out post cards reminders to our members might save us some dollars. E-reminders and Website posts might be enough to share important updates. He suggested that at least let’s try this once, and see how it goes. John L. moved that we should kill the next iteration of post cards. Haseeb seconded it, and the motion carried without any objections. Alex suggested that in order to be fiscally more responsible in the light of national MAA guideline, we should be doing things to raise more money. He suggested to take a vote in the summer EB meeting on raising the registration cost. Alain agreed that we should definitely consider further raising the registration costs. We are still charging significantly lower in the Tri-Section region (Indiana, Michigan, and Illinois).

• Public Information Officer - Josh Holden
  Josh advised that there is nothing major to report. On overall things went well. There have been no recent glitches up to this meeting. He has observed low traffic on the Facebook page. If everyone thinks that social media is worth putting more effort into then he will work further on it. Likewise all others should also start spreading the word and encouraging people to visit our Facebook page. In that case he will also start posting more stuff there. Josh plans to discuss this at 2016 Business Meeting as well. Alex thought that posting meeting announcement on the Facebook might also be a good idea. As a new business item, Josh and our Newsletter Editor William have discussed that disseminating section news to something more rolling such as Facebook would be good.

• Student Activities Coordinator - Justin Gash
  This was Justin’s last report as the SAC, so everyone took an opportunity to thank him for the several years of his great services to our section. Justin shared that 110 students registered for ICMC, out of which one could not attend. Justin has noticed that our Outreach (Visitors) program has been bearing fruit. He visited DePauw in Fall 2015, and now we had their ICMC team here in the Spring 2016 meeting. He next planned to visit IU, which he could not, but had been in touch with them. Consequently, there were two ICMC teams here from IU. This programs seems working well for generating student involvement, and thus putting pressure on faculty to engage with us. Justin has also observed great influx of late registrants in the last 9 days, and he also expected to have a great turnout in Karl and Martha’s workshop. He also appreciated Paul Fonstad for doing great job in creating the game show. On Alain’s request, he agreed to make an announcement at Friday’s banquet that the folks interested in job interviews can attend Amanda’s grad student workshop. On Josh’s inquiry, Justin advised that our first time late registration for ICMC was a success. However, accommodating late meal requests poses a tough challenge. He wondered if we can allow late meals registration as well. Josh responded that he can easily put it in Eventbrite, if someone gives him a cap on the number of late meals. In this connection, Alain requested Justin to share a summary at the Summer 2016 meeting EB.
  As a new business item Alex asked do we have a list of the tasks for the local organizers. Haseeb advised that it is posted both on our Section’s as well on national MAA’s website. On Alex’s question about updating that list, Alain advised that it can be updated if EB wants to do so. David suggested that in Summer 2016 meeting or later, we can take few minutes to go over the list, and see if there is a need for the update. If we decide to update, then a small group can be assigned that task. Alain thought this seems doable.
  Haseeb added at the end that working with Josh’s team of local hosts for this meeting has been a pleasure.

• IN-MAA Outreach Program Coordinator – David Housman
  David has gotten off to a good start by creating an email list of over 900 math faculty members in Indiana. They were then contacted via a single email blast about our Outreach Program. In response to his
initiative, four schools have invited our visitor speakers. Three of them have been reimbursed for the visits. Rick Gillman did a talk at Goshen without a fee. Five talks have been presented thus far.

- **IN-MAA Project NExT Coordinator – Stacy Hoehn**
  Stacy’s term comes to end in late August 2016. Melissa Lindsey will be the new coordinator, and a new Vice Coordinator will be elected. Showing support for our endeavors of increasing the section membership, she has emailed their group to become MAA members if not already done so. She reported that their membership is on the rise. Several new faculty members have joined their group, which currently consists of around 40 members. They are a very active small cohort. Project NExT team has been presenting panels in the IN-MAA meetings, and will continue considering other possible ways to contribute.

4. **Upcoming Meetings**

- Fall 2016: Purdue University West Lafayette— October 8, 2016
- Spring 2017: Earlham College Fri/Sat March 24-25, 2017
- Fall 2017: Manchester University— dates to be decided
- Spring 2018: Tri-Section (Indiana, Michigan, and Illinois) meeting will be held at Valparaiso University on March 23-24, 2018
- Section Chair plans to work on the future meeting location and dates.

5. **Old Business and Updates**

- **Late registration**: Everything went well with the late registration in Spring 2016 meeting. We plan to continue offering this option in the future. We might need to look into the late registration for meals as well.

- **IN-MAA Outreach Program**: David is doing decent job. He has made decent progress in setting up the program logistics and implementation infrastructure. Five visits have already taken place.

- **Check lists of Officers Duties**: Referring to our May 29, 15 decisions, please share your list with the Section Secretary, if not already done so. Please act soon!

- **IN-MAA Facebook Account**: We support Josh Holden’s initiative to maintain it. The account is functional now. We will like to see more traffic though. Josh is in touch with our Newsletter Editor to utilize Facebook for some of the Section news as well.

- **Keeping the ICMC Registration Open in Eventbrite Longer**: It went very well again in this Spring 2016 meeting. We plan to continue offering it.

- **Update on Tri-Section Spring 2018 Meeting**: Alain presented a written report from his video conference on the Tri-Section meeting. It will be held at Valparaiso University on March 23-24, 2018. The suggested registration fee is $25 for everyone. Taking a lead from this, John L. suggested that it might also be a great time to bump our usual registration fee up to $25. Alain further informed that Matt Boelkins and Tim Comar have been identified as the co-chairs. The following individuals have been designated as the members of the organizing committees:
  - Michigan: Michele Intermont and Matt Boelkins
  - Illinois: Olcay Akman and Tim Comar
  - Indiana: Rich Gillman, Robert Merkovsky, and Alain Togbe
The committee is working on finalizing the invited speakers. Michael Pearson, and Colm Mulcahy were mentioned as two potential candidates. Either Valpo or IN-MAA is likely to build the conference website. Everyone was open to having a range of various activities, also including some that each section has been historically having at its meetings. David wondered if there would be a student contest. Alain advised that yes, they are thinking to incorporate some new ideas to it. John R. recalled that in the 1993 Tri-Section meeting the student contest was pretty usual, and they had teams from Illinois, Indiana, as well as from Michigan. More details on this Tri-Section meeting might follow in the future.

- **IN-MAA Section History Committee**: Rick Gilman has contributed the Section history column: “One Hundred Years with the MAA”. It is now posted on our webpage. He is also working on the future columns.

### 6. New Business

- **Officer Transitions**: SAC and Secretary’s terms will complete after this Spring 2016 meeting. Justin has already nominated Paul Fonstad as his replacement to the EB, and upon EB’s approval, Alain has confirmed his appointment. Everyone sincerely thanks Justin for his great job over the past several years. EB has appreciated and approved the continuation of Haseeb’s services as our Section Secretary, and this nomination will be presented in Spring 2016 Business Meeting tomorrow. Chair Elect Daniel Kiteck will assume responsibilities of the new Section Chair. Andy Rich’s name will be put forward for the Vice President. Other nominations will also be accepted from the floor.

- **Optimizing meeting planning and scheduling**: Alain recommended that the local organizers should plan everything clearly, and well before the last moment. This will make the whole meeting planning process smooth. Josh pointed out that giving deadlines to the individuals for providing the requested info would help. Alex emphasized updating the check list for the local organizers, so that they can follow and complete their tasks in the correct order.

- **Do we need to maintain and use our own communication network with IN-MAA members, and how**: This has already been discussed in the Secretary’s report. Josh wanted to see how can we reach out to more graduate students, or how can we build a grad students list separately.

- **What is MAA’s policy on communication with the Section members**: This has also been answered in Haseeb’s report.

- **The relationship between the newsletter and the postcards**: We approved a motion to not send out the postcards next time and see how it goes. We will continue using the online newsletter and website updates for disseminating IN-MAA news and deadlines. Likewise, membership emails will also continue to go out. Josh asked should we follow the deadlines for posting the newsletters or adopt ‘post the news as they come in’ model. However, he was also concerned that having no deadlines might also delay the news collection process. Alain thought that having a brief discussion on this topic in our Summer 2016 EB meeting would be good.

- **Speaker Guidelines**: Josh had a discussion with Adam about the posted guideline. These are in need of an update. Adam has volunteered to revise them.

- **Math Alliance**: John L. has earlier forwarded an email to IN-MAA EB about this info from the MAA Secretary. They are looking for a liaison from IN-MAA. It was decided that John L. will volunteer at the
moment and will be willing to back out in favor of another person, who is well-informed on the program and is also willing to serve.

7. Any other business (AOB) or discussion:

- On behalf of the EB, Haseeb thanked the outgoing Chair Alain for a great job during his tenure.
- John L. encouraged all to consider serving on MAA committees. He would be happy to assist.
- Alex asked how should we pay the honorarium to the four invited plenary speakers this time. EB recommended that this being our centennial meeting, it is okay to go ahead and pay $400 honorarium to each of them. However, we should avoid inviting four hour-long speakers in the future.
- Certificates of service were presented to the EB members.

8. Meeting Adjournment:

The meeting was adjourned at 6:10 pm.

Respectfully submitted,

Haseeb A. Kazi
IN-MAA Secretary