

MINUTES

Executive Committee Meeting (Conference Phone Call)

December 2, 1983

Participating: Carl Kerns, Ruth Struik, Jack Hodges, George Hughes,
Marie Ritten, David Ballew.

I. Spring Program

- A. (1) First call for papers will be in January 1984.
(2) Ballew will handle mailing.
(3) Deadline for submission will be April 1, 1984.
- B. (1) Additional mailings will occur in February and March by Ballew.
(2) March mailing will contain pre-registration forms, banquet and housing information.
- C. Program will be compiled by Major Hughes and copies will be sent to Department Chairmen and MAA Representatives with a plea to notify other department members.
- D. (1) Kerns will contact Wilcox at MAA for MAA Representative.
(2) Lynn Steen was highly recommended.
- E. Attempts will be made to attract invited speakers. All officers are requested to send names of possible speakers to George Hughes.
- F. (1) Banquet will be at the local Sheriton Hotel.
(2) Cost will be \$12 but promised to be "deluxe".
- G. (1) Marie Ritten will attempt to get speakers and/or panel for two year college program.
(2) Ballew will construct a panel on Placement Exams.
(3) Recommended that there be a panel on Discrete Math.
(4) Possible speakers: Ronald Prather of Denver University, Karen Whitehead, SDSM&T, plus others.
- H. No meeting theme this year.
- I. (1) Student papers will continue.
(2) Will have a judge for best three papers to get MAA memberships as an award.
- J. (1) Recommended that program run from Friday noon to Saturday noon.
(2) Recommended that (if possible) all student papers be sequential and in a single room.

- (3) Due to academy regulations, we cannot invite vendors to the meeting this year.
- K. (1) Registration fee will be \$5 for pre-registration and \$6 for registration at-the-door.
(2) Students have historically registered free.
(3) Registration fees will be used for local expenses.
- L. Struik has recommended a method of displaying parallel sessions in the program; she will send to Hughes.
- M. There will be a tour of the academy for one hour on Friday afternoon. Hughes will arrange.
- N. There will be no workshops this year.

II. Newsletter

- A. Recommended continuation of circulation of other sections' newsletters to officers.
- B. Recommended continuation of highlighting three or four institutions in newsletters.
- C. Recommended continuation of present format.

III. Nominating Committee

- A. All officers are to be elected this year. Send nominees to Committee.
- B. Struik will need to appoint someone to the Nominating Committee next summer.

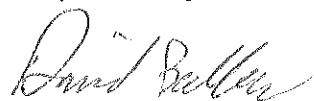
VI. Future Meetings

- A. Ballew will use newsletter to determine who wants to host future meetings.

V. Lectureship Program

- A. Noted that our section covers three states and has three lectureship programs. These should be grouped for reporting purposes.

Respectfully submitted,


David Ballew
Secretary/Treasurer
RMS/MAA

EXECUTIVE COMMITTEE MEETING - RMS/MAA
April 30, 1983

Present: George Donovan (presiding), Jack Hodges, Marie Ritten,
George Hughes, Frank DeMeyer, Carl Kerns, David Ballew

1. Discussed Agenda for Business Meeting
2. Discussed start time for meetings. We will discuss this with the membership.
3. Recommended that the student paper-judging remain low key; students will not be notified that there is a contest, and the prizes (student MAA memberships) will be awarded by the judges.