

**American Mathematical Association of Two-Year Colleges
DELEGATE ASSEMBLY MINUTES**

November 21, 2015

3:45 to 4:25 pm

**Sheraton New Orleans Hotel
New Orleans, Louisiana**

I. Call to Order

President Nancy Sattler called the meeting to order at 3:45 PM.

II. Welcome and Introductions

President Sattler welcomed the delegates and announced that Chuck Nolan was appointed as Parliamentarian and Timekeeper. President Sattler also introduced the members of the 2014-2015 Executive Board.

Jane Tanner – President-Elect
Jim Roznowski – Past President
Nancy Sattler – President
Margie Hobbs – Treasurer
Mary Beth Orrange – Secretary
Ernie Danforth – Northeast VP
Dan Fahringer – Mid-Atlantic VP
Nancy Rivers – Southeast VP
Jim Ham – Midwest VP
Nicole Lang – Central VP
Kathryn Kozak – Southwest VP
Liz Hylton – Northwest VP
Mark Harbison – West VP

III. Announcement of Quorum

Secretary Mary Beth Orrange announced a delegate count of 175 out of 231 delegates and stated that there was a quorum. The final breakdown of the delegate count is as follows:

22 from the Northeast Region, 19 from the Mid-Atlantic Region, 27 from the Southeast Region, 29 from the Midwest Region, 22 from the Central Region, 17 from the Southwest Region, 14 from the Northwest Region, and 25 from the West Region.

IV. Approval of the Rules of Conduct

MOTION to approve the rules of conduct.

Motion made by Steve Krevisky, state delegate, Connecticut. Motion was seconded.

Motion approved

V. Approval of the Agenda

MOTION to approve the agenda.

Motion made by Steve Krevisky, state delegate, Connecticut. Motion was seconded.

Motion approved

VI. Minutes Review Committee

MOTION to approve the Minutes Review Committee for the 2015 Delegate Assembly. The committee consists of Nicole Lang, vice-president, Central region, chair; Daphne Perkins, state delegate, Arkansas, Southwest region; Jeff Hughes, affiliate delegate, La-MsMATYC, Southeast region; Eric Matsuoka, affiliate president, piMATYC, West region; and Phil Mahler, AMATYC past president, Northeast region. Mary Beth Orrange, 2014-2015 AMATYC board secretary, Northeast region, is an ex officio member of the committee.

Motion made by Kate Kozak, vice-president, Southwest region. Motion was seconded.

Motion approved

VII. Minutes Review Committee Report

President Sattler reported that the minutes from the 2014 Delegate Assembly were reviewed, revised, and approved by the 2014 Delegate Assembly Minutes Review Committee, chaired by Kozak, vice-president Southwest region.

The report was received in the Delegate Assembly package.

VIII. Reports

A. President's Report: Nancy Sattler

The report was received in the Delegate Assembly package.

Additional items include:

- There were 1342 registrants for the conference as of 9 AM Saturday, November 15, 2014. Total attendees, including guests, were 1507.

B. Treasurer's Report: Margie Hobbs

The report was received in the Delegate Assembly package.

C. AMATYC Foundation: Jim Roznowski

The report was received in the Delegate Assembly package.

The Lila and Simon Peskoff Award was established and funded by Fred Peskoff to give a lifetime membership to an ACCESS fellow.

The foundation mini-grant program has been revised to increase the dollar amount of grants awarded.

A total of \$23,999 was donated to the Foundation since the beginning of the year. At the conference, the individuals in the Midwest region donated the highest dollar amount, \$6,199, and the winner of the one-year complimentary AMATYC membership was Patricia Johnson. The region with the highest percent of donors at the conference was the Southeast with 53% and the winner of the one-year complimentary AMATYC membership was Kelly Vetter.

D. Strategic Planning: Jane Tanner

The report was received in the Delegate Assembly package.

E. Report on AMATYC Project ACCESS: Laura Watkins

The report was received in the Delegate Assembly package.

IX. New Business

A. AMATYC Bylaws: Placement and Assessment Committee

MOTION: Approve the attached position statement entitled “Time Limits for Course Prerequisites.” (Attachment A)

Motion made by Behnaz Rouhani, Placement and Assessment committee chair. Motion was seconded.

Motion approved

X. Items for Discussion - Open Microphone

Issues raised:

- Steve Krevisky encouraged all to attend the next, International Conference on International Education (ICME) conference in Hamburg, Germany in 2016. He encouraged the Board to find ways to financially support AMATYC members to attend.
- Chris Oehrlein, Oklahoma Affiliate President, invited all to attend the National Summit on Developmental Mathematics hosted by AMATYC and NADE March 15 & 16, 2016 in Anaheim.
- Kevin Dockter thanked the board for their support of the conference.

XI. Announcements

B. The nominating committee for the 2017 election was appointed. The members are:

- Ray LaBounty – Northeast
- Evan Evans – Mid-Atlantic
- Penny Morris – Southeast
- Jason “Andy” Geary – Midwest
- Patricia Suess – Central
- Greg Slayton – Southwest
- Pete Wildman – Northwest
- Tricia Sanford – West
- Jen Gorman – Member At Large
- Greg Slayton – Member At Large
- Mary Beth Orrange – Member At Large

C. Announcement of 2016-2017 Executive Board

- Jane Tanner – President-Elect
- Nancy Sattler – Past President
- Jim Ham – President-Elect
- David Tannor – Treasurer
- Michelle Duda – Secretary
- Ernie Danforth – Northeast VP
- Dan Fahringer – Mid-Atlantic VP
- Nancy Rivers – Southeast VP
- Jon Oaks – Midwest VP
- Nicole Lang – Central VP
- Kathryn Kozak – Southwest VP
- Liz Hylton – Northwest VP
- Mark Harbison – West VP

Delegate Assembly minutes, 2015

- President Nancy Sattler thanked the New Orleans Local Events Coordinator, Jeff Hughes, the Local Events Committee, Keven Dockter, and the Conference Committee for their hard work on the New Orleans Conference. She also thanked parliamentarian, Chuck Nolan, and all the delegates to the assembly.

XII. Adjournment

The meeting was adjourned at 4:16 PM.

ATTACHMENT A

1 American Mathematical Association of Two-Year Colleges

2 Position Paper on Time Limits for Course Prerequisites

3

4 Mathematics knowledge can decline when not used. Therefore, continuing students should be
5 encouraged to take a mathematics course each term until their math requirements are completed.
6 Institutions should establish policies and procedures that encourage incoming students to make
7 informed choices concerning initial mathematics course enrollment and a plan for completion of
8 mathematics course sequences. Time limits for course prerequisites should include both
9 mathematics and statistics courses. Among these policies and procedures are
10 those dealing with time limits for a variety of course prerequisites (e.g. placement tests, college
11 entrance tests, CLEP, AP, IB, course credits from other institutions, college readiness exams, and
12 others). The primary goal of these policies and procedures is the students' successful and prompt
13 completion of their mathematics and statistics requirements.

14

15 AMATYC recommends that each institution determine time limits for placement tests and
16 prerequisite courses based upon their own mission and goals, unless otherwise mandated through
17 a governing state. After establishing a process for initial placement into a mathematics course,
18 the institution should develop systems to determine reasonable time periods for acceptance of
19 prerequisites and placement test scores.

20

21 Policies and procedures established by institutions should be systematic and all-inclusive by
22 specifying a time limit for all means of satisfying a prerequisite, including (if necessary) time
23 limits on how long each of the following prerequisites is valid:

- 24 1. A math placement level determined by placement testing;
- 25 2. The successful completion of awarded credit (e.g., through CLEP or AP test score);
- 26 3. The successful completion of a prerequisite course;
- 27 4. An appropriate ACT or SAT score.

28

29 In establishing a prerequisite time limit policy, consideration should be given to these things:

- 30 1. The Historical data of performance in mathematics courses;
- 31 2. The appropriateness of a specific time limit, especially for courses in a mathematics sequence;
- 32 3. The challenges and implications for the college and students of implementing a specific time
33 limit;
- 34 4. The possibility of an appropriate 34 appeal process or waiver for students with special
35 circumstances;
- 36 5. A plan to communicate and prepare for the effective implementation of the time limit policy.

37

38 Colleges should recognize that it will take a significant amount of time to develop meaningful
39 and valid recommendations concerning time limits. The group making these recommendations
40 should include faculty, academic advisors or counselors, and administrators. Appropriate
41 Institutional support for the collection and interpretation of data is important for success.

42 Colleges might also seek input from other colleges that have implemented time limits. Once a
43 recommendation is made and implemented, the data should be revisited periodically to assess
44 effectiveness.