

Minutes COCTYC Meeting
March 19, 2009
COCTYC Meeting
184th 2YC₃ Conference
Salt Lake Community College
Salt Lake City, UT

Members in Attendance: Dolores Aquino, Andy Aspaas, Kelly Befus, Jeff Cramer, Michaeleen Lee, Lance Lund, Candice McCloskey, Frank Ramdayal, Jim Schneider, Michele Turner

Guest: John Kenkel

Pre: Motions By Email Since the 183rd Conference

Motion:

That John Kenkel be invited to the COCTYC Retreat on Thursday 19 Mar 2009 in Salt Lake City and to pay for one night lodging and one day of meals. Motion seconded, passed via email Feb 11, 2009.

Motion:

That Tom Jose from Blinn College in Bryan, Texas be added to the Southern RAB. Motion seconded, passed via email March 16, 2009.

I. Meeting called to order by Candice McCloskey at 9:15 am.

II. Minutes of 183rd COCTYC Meeting at Anne Arundel Conference Nov 22, 2008.

Discussion:

It was noted that the gaps in the minutes from 182nd COCTYC Meeting were not filled in any further.

Motions:

Motion to accept the minutes from the 182nd meeting in Las Vegas as is. Motion seconded and passed unanimously.

Motion to accept the minutes from the 183rd meeting at Anne Arundel Community College. Motion seconded and passed unanimously.

III. Future Sites Report

Dolores distributed copies of the Future Sites Report. (see Appendix)

Discussion:

City College of San Francisco for Spring 2010 appears to be a go. They will be bringing a call for papers to this conference (Salt Lake City).

Potential hosts for the 191st Conference in the Anaheim, CA area will be in attendance here in Salt Lake City to discuss further plans.

The folks at Stark State College will be looking at a meeting in late April or May of 2011 for the 192nd Conference – potential dates will be discussed with the administration. Amy Jo Sanders and Michele Turner will chair the conference. Bill Stein and Darrel Stein will also chair.

It was reminded that RAB members are available to help recruit sites/conference chairs.

Motion:

To give provisional approval of the 187th Conference to be hosted by the City College of San Francisco. The provisional approval allows for placing a call for papers in the newsletter. Approval is provisional pending approval of the letter of commitment, budget, etc. **Motion seconded and passed.**

Motion:

To give provisional approval of the 188th Conference to be hosted by Portland Community College in Portland, OR. The provisional approval allows for placing a call for papers in the newsletter. Approval is provisional pending approval of the letter of commitment, budget, etc. **Motion seconded and passed.**

IV. 184th Meeting Debriefing

As of this day, 61 have registered for the conference and 42 have paid. Visitors will need to pay for boxed lunches at the meeting. Everything else seemed to go very well. John Kenkel was recognized by Neil Bastian for his assistance in putting together the meeting.

V. Newsletter Report

Jim gave the newsletter report. The deadline for the upcoming newsletter is March 25th. Will need to post for Treasurer/College Sponsors Chair, Newsletter Editor, and Chair Elect 2011 in 2009.

Discussion:

Jim stated that the deadlines often seem to come at inopportune times. It was noted that the newsletter editor has some discretion in setting the newsletter submission deadlines.

VI. Treasurer Report

Kelly distributed copies of the treasurer Report. (see Appendix)

Discussion:

We are still waiting for the \$2000 allotment from DivCHED in 2009. It was suggested that perhaps an increase in the allotment may be justified, since it has not been increased for a long period of time. There has been a lot of inflation, we have an additional officer, and we are now moving towards a fourth conference a year. The 2YC₃ has also been supporting the ice cream social at the BCCE in recent years.

Paypal is still holding the funds that have been collected for membership fees through the website. Andy has submitted documentation to Paypal for the funds to be released and stated that release of the funds may be imminent. [The funds have since been released.]

We are still waiting for seed money to be returned from Baton Rouge Community College, as well as any membership dues that were collected for the 180th Conference.

Motion:

That a reimbursement of up to \$150 per person may be used to pay for COCTYC retreat expenses at the 184th conference. Motion seconded and passed unanimously.

Discussion:

Kelly expressed concerns of what happens when a member runs out of travel money for the given year. It was noted that the Chair has the discretion to approve current expenditures up to \$500. Larger amounts must be approved by the COCTYC.

It was suggested that COCTYC members consider means of saving money whenever/wherever possible when traveling to conferences, by such things as sharing car rentals or hotel rooms.

Action Item:

Kelly will get an updated version of the Treasurer's Report to Lance before the end of the 184th conference.

Motion:

To set the maximum travel budget for the Chair at \$3200 beginning in 2010. Motion seconded and passed unanimously.

VII. College Sponsor Report

Kelly gave the College Sponsors Report. There are currently 6 college sponsors for 2010. No report was distributed, as invoices recently went out. A few have already paid using PayPal. A list of College Sponsors is maintained on the 2YC₃ website.

VIII. Industrial Sponsors Report

John Kenkel gave the Industrial Sponsors report for Michele, as he was at this meeting as a mentor. We are currently 29 industrial sponsors, just short of John's goal of 30 college sponsors when John

started as Industrial Sponsor Chairs. We seem to be in steady-state equilibrium, where the number of industrial sponsors leaving matches the number of those joining.

Discussion:

Jim noted that the industrial sponsors be published in an upcoming newsletter.

Motion:

That John be congratulated for his service on COCTYC as the Industrial Sponsors Chair. Motion seconded and passed unanimously.

IX. Membership Report

Frank gave the Membership Report. Current membership stands at 334. The total membership for 2008 was at 381.

Action Item:

Frank will provide breakdown of who has paid via PayPal, at conferences, and via check for membership renewal.

Action Item:

Michaeleen will contact the RAB chairs for the lists of email addresses that have been collected and give them to Frank. Frank will use the list to make contact for recruiting new members.

Discussion:

It was mentioned that membership renewal for multiple individuals from a single source pursued and perhaps that Andy could put something together on the 2YC₃ website for this purpose.

X. RAB Report

Michaeleen distributed copies of the RAB Report. (see Appendix)

Discussion:

The Midwestern RAB will be hurting after this year if we don't get new members recruited, as several terms will be expiring.

XI. Webmaster Report

Andy gave the Webmaster Report. He noted that the ability to pay membership fees and college sponsorship fees via PayPal was added this past fall. It appears to have been successful with over \$1600 collected via PayPal this far.

Discussion:

Andy would like to know which direction he should be going. Perhaps paying conferences via PayPal? There have been problems with a handful of Program Chairs setting up accounts for their

conferences. Ideas to promote payment via PayPal might be to have a discounted conference rate for paying via PayPal included a \$5 discount.

XII. New Business

Discussion:

There was some discussion of the importance of setting goals, developing strategies or visions, for the various offices. There was also some discussion regarding registration/membership fees for invited speakers, though there was no real resolution.

XIII. Old Business

Discussion:

Plaques. Kelly is waiting for an invoice for Ed Kremer for plaques that have been made so far.

2008 Minutes/Reports compilation. Candice is looking for electronic versions of reports for the Baton Rouge meeting and the Las Vegas meeting.

Kelly brought up that the 2YC3 Brochure needs updating.

Dolores reported that the SOCED (Society Committee on Education) task force will be disbanded as of this next Friday the new guidelines for teachers in the two-year colleges now exist.

Motion:

That Dolores be officially recognized for her service on SOCED. Motion seconded and passed unanimously.

There was break from 12:50 pm – 1:40 pm for lunch.

XIII. Retreat Info

The COCTYC Meeting resumed at 4:38 pm to discuss the retreat activities.

Discussion:

A. Activities of the Retreat

The retreat began at 1:40 pm and continued until 4:38 pm.

Jeff made all of the updates on the computer and projected them on the screen. The By-Laws and Policies and Procedures were updated by consensus. It was agreed we would monitor the changes within "Track Changes" within *Word* to keep track of the changes.

B. Action Items

Action Item:

In addition to these changes, Jeff will change the Mission stated in the By-Laws to read the same as shown on the 2YC₃ website (which were approved at the last retreat at Georgia Perimeter College).

Motion:

To accept the changes in By-Law content through Section G. Revisions subject to formatting by Jeff. Motion seconded and passed unanimously.

XIV. **Adjournment**

Motion:

To adjourn at 4:48 pm. Motion seconded and passed unanimously.

Appendix

- A. **Future Sites Report**
- B. **Treasurer Report**
- C. **RAB Report**

2YC3 Future Meeting Sites

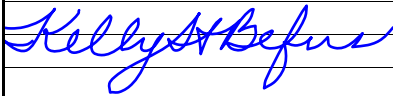
March 19, 2009

2009	2010	2011	2012
Candice McCloskey	Lance Lund	Mark Matthews	????
184 th March 20-21, 2009 Western (ACS Salt Lake City) Salt Lake City CC Program: Neil Bastion Local Arrgts: Lu Giddings Exhibits: Ron Valcarce Mentor: John Kenkel Status: Go	187 th March 19-20, 2010 Western (ACS San Francisco) City College of San Francisco: Contact: Bob Price and Torrey Glenn (and Harry Ungar) Status: Agreed to and working	191 st March 25-26.2011 Western (ACS Anaheim) John Kenkel and Dolores have contacts	195 th March 23-24, 2012 Western (ACS San Diego) Cuyamaca College (Laurie LeBlanc) David Brown assist Status: Working on approval
No BCCE	188 th Southern BCCE U of North Texas, Denton, TX 2YC3 Co-Chairs: Thomas Jose (Blinn College) and Susan Shieh	192 nd Late Spring No BCCE Midwestern Stark State CC , Canton, OH Contact: Jeff Cramer	196 th Eastern BCCE Penn State 2YC3 Co- Chairs: Michelle Turner and
185 th September 25-26, 2009 Midwestern - Rochester Comm & Tech Coll (MN) Program Chr: Jason Jadin Local Arran Chr: Heather Skelnicka Exhibits Chr: Teresa Brown Mentor: Lance L and Kelly B Status: Go	189 th September 10 -11, 2010 Western Portland CC , Portland Oregon Contact: Jim Schneider ?????	193 rd Early Fall Southern ?? Florida ?????????	197 th Early Fall Midwestern St. Louis Area Contact/Mentor: Ed Kremer
186 th November 13-14, 2009 Southern Region - Hinds Community College Raymond, MS Program: Pam Clevenger Local Arrgmts: Jason Webb Exhibits: Lou Anne Williams and Lester Harrison Mentor: Candice M. Status: Go	190 th Late Fall Southern (Eastern???) Wake Tech CC Raleigh, NC Contact DeeDee Allen Status: Agreed to and Working Suggested Mentor: Mark Mathews	194 th Late Fall Eastern With SERMACS Contact: Ann Sullivan	198 th Late Fall Southern or Eastern ?? Jeff has contacts from Anne Arundel Conference Or ask Scottsdale CC (AZ)

199th will be Southern (ACS New Orleans) Scottsdale CC (Phoenix area) would like to host. Contact is Doug Sawyer

Future ACS National Meetings & Expositions

- [237th ACS National Meeting & Exposition](#)
March 22-26, 2009, Salt Lake City, Utah
- 239th ACS National Meeting & Exposition
March 21-25, 2010, San Francisco, California
- 241st ACS National Meeting & Exposition
March 27-31, 2011, Anaheim, California
- 243rd ACS National Meeting & Exposition
March 25-29, 2012, San Diego, California
- 245th ACS National Meeting & Exposition
April 7-11, 2013, New Orleans, Louisiana
- 247th ACS National Meeting & Exposition
March 16-20, 2014, Washington, D.C.
- 249th ACS National Meeting & Exposition
March 22-26, 2015, Denver, Colorado
- 251st ACS National Meeting & Exposition
March 13 - 17, 2016, San Diego, California
- 253rd ACS National Meeting & Exposition
April 2 - 6, 2017, San Francisco, California

2YC3 Treasurer's Report			
(1-01-2009 to 3-17-2009)			
Income	Notes	<i>approved</i> 2009 BUDGET	2009 to date (3-17-09)
2YC ₃ Memberships	includes \$1667.63 from PayPal	\$4,000.00	\$6,222.63
Joint Memberships		\$0.00	\$30.00
Membership dues collected at conferences	180th still outstanding	\$1,000.00	\$0.00
Industry Sponsors		\$3,200.00	\$1,200.00
College Sponsors		\$2,500.00	\$25.00
Advertisements		\$6,000.00	\$0.00
Div. Chem Ed.	allotment	\$2,000.00	\$0.00
Seed Money Refund	180th still outstanding	\$0.00	\$0.00
Interest		\$300.00	\$0.00
Miscellaneous		\$0.00	\$0.00
Total Income		\$19,000.00	\$7,477.63
Expenses	Notes	<i>(approved)</i> 2009 BUDGET	2009 to date (3-17-09)
Travel Reimbursement	maximum travel budget is \$23,600, the amount given is the anticipated amount for 2009	\$13,000.00	\$368.40
Office Supplies, duplicating & postage		\$1,000.00	\$0.00
Newsletter (includes postage)		\$5,000.00	\$0.00
Conference Mentoring & Training		\$0.00	\$0.00
Sponsor Recruitment		\$200.00	\$0.00
Seed Money for Meeting Sites		\$500.00	\$0.00
Anniversary Plaques		\$250.00	\$0.00
2008 BCCE (\$750 budgeted per year)	\$100 for JCCE booth, plus \$1500 for ice cream social;	\$750.00	\$0.00
Retreat cost		\$1,500.00	\$0.00
Brochure		\$800.00	\$0.00
Miscellaneous	Plaques for past chairs service, printed checks	\$100.00	\$0.00
Total Expenses			\$368.40
Net Income (Loss)			\$7,109.23
Checking account balance 3-17-09		\$15,410.69	
Kelly H. Befus 2YC ₃ Treasurer March 17, 2009			
			

RAB report for 184th Conference

Dick Gaglione has agreed to continue as Western RAB Chair for another three years.

I will be meeting with the Western RAB on Saturday and will encourage them to really help us look for conference sites near the ACS Spring meeting sites.

There are several people on each RAB whose terms end in 2009. This is especially true in the MidWestern Region. I will be sending them invitations to continue and asking them to please help replace themselves if they are unable to continue.

Tom Jose will be added to the Southern RAB