

TYCA-Midwest EC/AC

Board Meeting

Renaissance Savery Hotel

Des Moines, Iowa

Thursday, September 30, 2010

I. Roll call establishing a quorum.

Members Present:

Executive Committee:

Paul Resnick, *Chair*;
Carol Luvert, *Treasurer*;
Ruth Fairchild, *Secretary*;
Deborah Bertsch, *Information/Web Manager*;
Jen Richrath, *Midwest Messenger Editor*
Michelle Byrne, *Midwest Messenger Assistant Editor*
Karla Brown, *TYCA/NCTE Representative*;
Brenda Eatman Agahowa, *NCTE Liason*;
Tom McCulley, *Site Coordinator*;
Nancy McMahan, *Adjunct Faculty Representative*
Leslie Roberts, *Archivist*

Advisory Committee:

Keely Austin, *Illinois*;
Andrea Lang, *Nebraska*;
Rich Peraud, *Missouri*
Kathy Steffen, *Minnesota*
Mark Newman, *Iowa*
Sheldon Wrice, *Ohio*—also filling in on membership
Ella Davis, *Michigan*
Sarah Johnson, *Wisconsin*
Sybil Priebe, *North Dakota*
Linda Johnson, *South Dakota*

Also Present:

Alan Hutchison and Eden Pearson, *2010 Local Arrangements Chair*;
Karla Brown and Carol Luvert, *2010 Co-Program Chairs*;
Ingrid Emch. *2011 Local Arrangements Chair*
Deborah Bertsch. *2011 Program Chair*
Carolee Ritter & Jeanine Jewell, *2012 Chairs*

The meeting was called to order at 3:10 p.m.

II. Approval of board minutes from April 9, 2009

M/S/P accept minutes

III. Introduction of EC/AC members and Guests

IV. 2010 Conference Updates

a. Local Arrangements Co-Chairs, Alan Hutchison and Eden Pearson

160 registered, 18 presenters who have not registered, plus walk-ins (should be over 200)

Budget now looks like we are in the hole but will have a better picture Saturday morning

Schedule Highlights:

Thursday:

Registration setting up, credit card machine ready to go, forms for walk-ins

After this meeting a social hour in Alan's room for the board

6-8 p.m. reception with music in Herbert Hoover Room, DMACC dean will do the kick off

Friday:

7:45 breakfast meeting with awards (unless they are at lunch) and talk by Clint in Herbert Hoover Room (board be there)

Luncheon—with speaker

Dinner groups—sign ups, a variety of restaurants, no farther than 6 blocks

Saturday:

Farmer's Market breakfast--\$5 coupon in packet for breakfast at one of the vendors there

9 a.m. Business meeting in Savery Room I (board be there)

11:30 a.m. will be the board meeting (same room—board be there)

Will acknowledge sponsors (\$1000 from Bedford for reception) at their events

Local folks will have "Ask Me" buttons on

DMACC student, Eric, will be setting up the equipment in the rooms

116 rooms filled, so a few more were opened. Sheldon—Maybe get a few rooms at the conference rate for Wednesday night for those traveling from afar.

b. Co-Program Chairs, Karla Brown and Carol Luvert

Good spread of states represented on the program (one passed around)—some last minutes changes—registration table opens at 4 p.m.—master agenda in program

V. Reports

A. Chair's Report:

Personnel:

Clint Gardner TYCA National rep coming in from Utah

New people and ballots for the election ready, voting will be during the luncheon

Need a membership chair, treasurer and Indiana rep. (may have a lead on that) Will need an Iowa rep., Wisconsin rep., and South Dakota rep. (retiring), and Missouri rep. (Rich running for board) NCTE Liaison—Brenda's term up (optional position, may choose not to fill it now)

M/S/P Make Ingrid Emch and Deborah Bertsch local arrangements and program chairs for 2011

Refund policy—read from previous minutes, there was an issue, it's been resolved, now it's on the website, but it also needs to be on the registration form

Awards—trying to be more consistent about giving TYCA awards (Service Award, Unsung Hero Award, Lifetime Achievement Award). Paul distributed a form and asked that board members fill it out by the spring meeting to nominate someone—should discuss the descriptions in the spring

Handicap Accessibility Answer from NCTE says we have to supply access to scooters and wheelchairs, which means we supply access to information but we don't have to pay for the equipment. Karla will have a motion about this in her report

Membership chair should give info and attendee names to the planners of the next conference

Should we pursue linking job openings with faculty seeking jobs?

Cards to sign for people leaving the board

B. Treasurer—Carol Luvert

We have \$4830.95 on hand in checking; \$13,984.98 on hand in savings, \$10,037.54 in CDs. We now have free checking through Wells Fargo. See report for details.

C. Nominations Committee—Leslie Roberts, Sheldon Wrice, Linda Houston

Ballots ready

D. Membership—Sheldon Wrice (interim Chair)

No report

E. Information Coordinator/Web Manager—Deborah Bertsch

Distributed list of changes and updates made to the website, mostly related to the current conference, archive for the *Messenger*, job listing board, message board for travel/conference carpooling and rooming, also talent board

Nice to have the program on the website (problem is getting the last minute changes made)

Thanks for the time and work getting it done well and done promptly

F. *Midwest Messenger*—Jen Richrath and Michelle Byrne

Looking for content—plans for future issues listed on Jen's report—fall deadline Oct. 29

Welcome to Michelle who is fitting in well

Extra copies of the most recent *Messenger* will be at registration

Should we stop printing and go completely electronic? Using email addresses from conference attendees/members and are now getting those in a more timely fashion. Still would mail the call for proposals and registration forms. Would alleviate delay for printing and help with budget issues at Illinois Central College

M/S/P Have the Messenger electronically delivered, with the exception of still sending the call for proposals and registration forms in the mail

G. TYCA/NCTE Representative— Karla Brown

Highlights from report:

Next deadline is Monday—looking for information on programs that could be nominated for awards from the national TYCA

Deadline after that is about this conference

National TYCA is looking for people

Ning update—the binder for conference planning isn't working so well because it doesn't move around fast enough, so they are trying to provide that sort of information electronically.

This requires somewhere to put the information and a way to distribute it.

Information on accessibility given, including the NCTE policy

M/S/P—adopt the NCTE policy about furnishing accommodations:

It is the TYCA-Midwest policy to furnish information about obtaining special needs equipment to those requesting it; however, TYCA-Midwest is not responsible for paying for such equipment.

Tuesday next week—White House Summit on Community Colleges—use the following link to find ways to participate www.Whitehouse.gov/communitycollege

H. Four-Year College Representative—Brenda Eatman Agahowa (not here yet on the bus from Chicago)

I. Site Coordinator—Tom McCulley

Going to NADE this year and found on their website a document listing what to do when hosting that conference—will work on getting something like that for us (in conjunction with what Karla is working on)

Others interested in hosting in 2013--Springfield, Illinois, sent an inquiry, as did a suburban Chicago school

Available to help those planning conference

J. Archivist— Leslie Roberts (not present yet, no report)

K. Adjunct Faculty Representative—Nancy McMahan

Most of you probably have more adjunct/part-time than you used to

Nancy presented at AAUP national conference in June

Pull part-time teachers into your group; when the budget tanks, they can be left with nothing

Support them and help them get what they need to do a good job—don't make it an “us and them” thing

Encourage states where the conference is to subsidize adjuncts who attend that conference, maybe TYCA-Midwest could give some money to that, too

DMACC is paying registration for all part-timers attending this conference

Thanks for response to query about skills assessment

L. Advisory Representatives (AC Reps)

Discussion about getting people interested in participating and hosting

VI. 2011 Conference Report—Ingrid Emich, Columbus, Ohio

Formed eight sub-committees, lots of volunteers

Contest for design of logo didn't get any submissions, two weeks ago they went back to the drawing board and had a graduate who is a college secretary do the work

Budget questions: made a contract with the Hyatt but that's with TYCA so the college won't/can't pay it—discussion about seed money and maybe having the TYCA treasurer do that kind of paying—being sure to sign something with the local college about TYCA getting reimbursed

M/S/P Accept Ingrid's proposal for TYCA-Midwest to pay the Hyatt contingent on receiving a letter from the appropriate fiduciary agent from Columbus State that they will reimburse TYCA-Midwest and release the profits back to TYCA-Midwest

M/S/P Carol should write a check for the \$1000 seed money before this conference ends

Need to set date for meeting in April and get numbers of who will attend. Tentative dates suggested: April 15 or 29 (15th first choice)

VII. 2012 Conference Report—Carolee Ritter & Jeanine Jewell, Lincoln, Nebraska

Conference Dates Oct. 11-14

Among the sites to see—roller skating and telephone museums :)

They are absorbing information—working on the theme, hoping for Ted Kooser as speaker, free parking, farmer's market, Haymarket district with galleries and restaurants, near UNL, several good bookstores (new and used), attendees may fly in and out of Omaha

Hoping to draw well from the western part of the region

VIII. 2013 Conference Report—Tom McCulley, Normal, Illinois

Proposal passed out. Discussion and voting will be postponed until the Saturday meeting.

XI. Adjournment

Meeting adjourned at 5 p.m., to be continued on Saturday morning..

Respectfully Submitted,

Ruth Fairchild, Secretary