

**AMERICAN MATHEMATICAL SOCIETY
EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES
NOVEMBER 16-17, 2007
PROVIDENCE, RHODE ISLAND**

MINUTES

A joint meeting of the Executive Committee of the Council (EC) and the Board of Trustees (BT) was held Friday and Saturday, November 16-17, 2007, at the AMS Headquarters in Providence, Rhode Island.

All members of the EC were present: James G. Arthur, Sylvain E. Cappell, Ruth M. Charney, Robert J. Daverman, James G. Glimm, Robert M. Guralnick, and Paul J. Sally, Jr.

All members of the BT were present: John B. Conway, John M. Franks, Eric M. Friedlander, James G. Glimm, Linda Keen, Donald E. McClure, Jean E. Taylor, and Carol S. Wood.

Also present were the following AMS staff members: Gary G. Brownell (Deputy Executive Director), Kevin F. Clancey (Executive Editor, Mathematical Reviews), John H. Ewing (Executive Director), Sergei Gelfand (Publisher), Ellen H. Heiser (Assistant to the Executive Director [and recording secretary]), Elizabeth A. Huber (Associate Executive Director, Publishing), Ellen J. Maycock (Associate Executive Director, Meetings and Professional Services), Constance W. Pass (Chief Financial Officer), and Samuel M. Rankin (Associate Executive Director, Government Relations and Programs).

President James Glimm presided over the EC and ECBT portions of the meeting (items beginning with 0, 1, or 2). Board Chair Linda Keen presided over the BT portion of the meeting (items beginning with 3).

Items occur in numerical order, which is not necessarily the order in which they were discussed at the meeting.

0	CALL TO ORDER AND ANNOUNCEMENTS
----------	--

0.1 **Opening of the Meeting and Introductions.**

President Glimm called the meeting to order and asked those present to introduce themselves.

0.2 **2007 AMS Election Results.**

Secretary Daverman announced the following election results:

President

George E. Andrews, Pennsylvania State University

Vice President

Bernd Sturmfels, University of California, Berkeley

Trustee

Karen Vogtmann, Cornell University

Members at Large of the Council

Rebecca F. Goldin, George Mason University

Bryna Kra, Northwestern University

Irena Peeva, Cornell University

Joseph H. Silverman, Brown University

Sarah J. Witherspoon, Texas A&M University

Nominating Committee

Percy Deift, Courant Institute, New York University

Louise Arakelian Raphael, Howard University

Richard A. Wentworth, Johns Hopkins University

Editorial Boards Committee

Alan W. Reid, University of Texas

Catherine Sulem, University of Toronto

0.3 **Housekeeping Matters.**

Executive Director Ewing mentioned some details about the schedule and arrangements for the events that took place during the current meeting.

1 EXECUTIVE COMMITTEE ACTION/DISCUSSION ITEMS
--

1.1 Draft Agenda for the January 2008 Council Meeting.

The EC discussed and approved the draft agenda for the January 2008 Council meeting. It also decided that there should be a discussion period during the April 2008 Council meeting, for which the topic will be *International Programs and the AMS*.

1I EXECUTIVE COMMITTEE INFORMATION ITEMS

1I.1 Secretariat Business by Mail. Att. #2.

Minutes of Secretariat business by mail during the months May 2007 – October 2007 are attached (#2).

2 EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES ACTION/DISCUSSION ITEMS
--

2.1 Report on Mathematical Reviews Editorial Committee (MREC). Att. #3.

The ECBT received the attached report (#3) on the October 15, 2007 MREC meeting.

2.2 Report on Committee on Publications (CPub). Att. #4.

The ECBT received the attached report (#4) on the September 7-8, 2007 CPub meeting.

2.3 Report on Committee on the Profession (CoProf). Att. #5.

The ECBT received the attached report (#5) on the September 8-9, 2007 CoProf meeting.

2.4 Report on Committee on Education (COE). Att. #20.

The ECBT received the attached report (#20) on the October 25-27, 2007 COE meeting.

2.5 Report on Committee on Meetings and Conferences (COMC).

The ECBT was informed that COMC has not met since the last ECBT meeting and there is nothing new to report at this time. The next meeting is scheduled for April 12, 2008 at the O'Hare Hilton in Chicago.

2.6 Report on Committee on Science Policy (CSP).

The ECBT was informed that CSP will host a discussion at the Joint Mathematics Meeting in San Diego, California entitled "Advocating for Mathematics: Influencing

Policymakers through Congressional Visits in Districts and States.” This session will serve as a prelude to CSP’s plan to enlist mathematicians to make local office visits in the spring-summer of 2008 and will include mock meetings that will illustrate how to carry out a successful congressional office visit. The next CSP meeting is scheduled for March 6-8, 2008 in Washington, DC.

2.7 Washington Office Report. Att. #7.

The ECBT received the attached report (#7) on Washington Office activities since the last ECBT meeting.

2.8 Report from the President.

President Glimm reported on the activities of the Task Force on the First Year College Mathematics Experience, which he created to identify the most significant challenges departments face as they pursue excellence in freshman mathematics instruction. The Task Force has created a blog to collect comments and information from the mathematics community about online grading/testing programs: <http://firstyearmathematics.blogspot.com/>. Members of the ECBT were invited to view the blog and add their comments.

The President also mentioned his interest in broadening the scope of the Society, especially in the areas of applied mathematics in meetings and publications. A special session on “The Mathematics of Information and Knowledge” has been organized for the January 2008 Joint Mathematics Meetings as part of this effort (see http://www.ams.org/amsmtgs/2109_program_ss27.html#title for further information).

2.9 Report on Long Range Planning Committee (LRPC).

LRPC Chair James Glimm reported that the Committee met on November 16 and discussed the scope of the Society, especially concentrating on coverage of expanding areas of applied mathematics in meetings and publications. The LRPC focused on sectional meetings and agreed that the associate secretaries should be urged to broaden the scope of these meetings.

2.10 2009 Individual Member Dues. Att. #18.

The ECBT reviewed Att. #18, which presents the principles and procedures for setting individual member dues, along with the information used by staff in formulating their recommendation that the 2009 dues rate for individual members be increased by \$4 above the 2008 level. The ECBT concurred with the staff and voted to recommend a regular high dues rate of \$164 for 2009 to the January 2008 Council.

2.11 Support for AAAS for 2009.

For many years, the AMS has provided up to \$10,000 each year for mathematics speakers at the American Association for the Advancement of Science (AAAS) annual meeting. The expenditure is approved on the consent agenda of the ECBT meeting in November of year X-2

for the AAAS meeting in year X. A report of the mathematics portion of the program at the AAAS meeting is included with the May ECBT agenda each year.

While the full amount has never been used for this purpose, the current Secretary of Section A has requested that the amount be increased for future years. The mathematics portion of the program has been expanding, and there is increased pressure to provide more travel support in order to expand it further. In addition, because some commitments of travel money are not actually used, it is hard to use the full amount without over-committing by some amount.

The BT approved the proposal to increase the annual allocated amount to \$12,000 and to permit the Secretary of Section A to over-commit funds up to 20%, with the understanding that the goal is *not* to exceed the target amount. This will start with the 2009 AAAS meeting.

The BT also agreed to permit an over-commitment of 20% for the \$10,000 already allocated for the 2008 AAAS meeting.

2.12 2008 Operating Plan.

The ECBT was notified on October 22, 2007 that the 2008 Operating Plan had been posted.

Questions and comments on the Plan were invited. None were made.

[It is noted for the record that after Section VI (Report on Projects and Activities) is completed in spring 2009, a complete, official copy of the 2008 Operating Plan will be attached to record copies of the May 2009 ECBT minutes.]

2.13 Financial Guidance.

Chief Financial Officer Pass made a presentation on the oversight and governance structure of the accounting profession.

2.14 Motions of the Secretary.

The following motions were approved by acclamation:

The Executive Committee and Board of Trustees of the American Mathematical Society record their thanks to Paul J. Sally, Jr. for his service to the Society as a member of the Executive Committee during the past four years. The ECBT expresses its gratitude to Professor Sally for his thoughtful participation and hopes that he will continue to be available to serve the Society in other ways.

The Executive Committee and Board of Trustees of the American Mathematical Society record their thanks to Jean E. Taylor for her service to the Society as a member of the Board during the past five years. The

ECBT expresses its gratitude to Professor Taylor for her wisdom in contributing to the management of the Society and hopes to be able to draw upon her talents again.

2C EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES CONSENT ITEMS

2C.1 May 2007 ECBT Meeting.

The ECBT approved the minutes of the meeting of the Executive Committee and Board of Trustees held May 18-19, 2007, in Providence, Rhode Island, which had been distributed separately. These minutes include:

- ECBT open minutes prepared by the Secretary of the Society (<http://www.ams.org/secretary/ecbt-minutes/ecbt-minutes-0507.pdf>),
- ECBT "open" executive session minutes prepared by the Secretary of the Society

2C.2 Funding Project NExT Fellows for 2009.

Project NExT (New Experiences in Teaching) is a program of the Mathematical Association of America that provides training for young mathematicians beginning their careers. The AMS first provided funding for six fellows in 2002. The November 2003 ECBT agreed to continue funding of \$15,000 (six fellows at \$2,500 each) each year, subject to review on the consent agenda at its November meeting two years prior. When this automated arrangement for providing sponsorship funds was approved, the ECBT agreed to review the program and the Society's role periodically. This was done in May 2007 and it was agreed that AMS support of the program should continue.

The ECBT consented to a commitment of \$15,000 for Project NExT in 2009.

2I EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES INFORMATION ITEMS

2I.1 Journal of the AMS 2008 Pages.

Three of the Society's four primary journals have increased their pages by approximately 20% over a two year period. The *Journal of the AMS* was being more cautious, and the editorial board discussed the proposal (to increase the allocated pages from 1000 to 1200) at its last meeting in November 2006. It will discuss it again this November. In the meantime, JAMS developed a multi-issue backlog, in part because of a sudden flow of accepted manuscripts during the transition of managing editors. Staff has temporarily increased the pages for 2007 to 1200, and will do the same for 2008. The cost of the extra pages is less than \$6,000. This variation in the actual published pages (1200) versus the Board allocated pages (1000) is consonant with past practice.

2I.2 AMS Congressional Fellowship.

The AMS, in conjunction with the American Association for the Advancement of Science (AAAS), is sponsoring a Congressional Fellow from September 2007 through August 2008. This year's fellowship has been awarded to Jeffry Phan, an assistant professor of mathematics at the University of Wisconsin – Whitewater and former teaching fellow with Columbia University's Science and Math Partnership. Jeffry will spend the year working on the staff of Senator Jeff Bingaman (D-NM).

Applications are now being accepted for the 2008-09 AMS Congressional Fellowship. The application deadline is January 31, 2008.

2I.3 AAAS-AMS Mass Media Fellowship.

The AMS sponsored a Mass Media Fellow this past summer: Adriana Salerno, a Ph.D. student in mathematics at the University of Texas at Austin. She worked at *Voice of America* in Washington, DC.

The AMS will again sponsor a fellow in the summer of 2008. Applications are now being accepted. The deadline for submission is January 15, 2008. An announcement and information on the application process will be sent to graduate students in the mathematical sciences in the fall so that all interested students may apply.

2I.4 Changes in Registration Fees for Conferences, Employment Center or Short Course.

The Executive Director is authorized to make changes in these registration fees and then inform the ECBT. No changes have been made since the May 2007 ECBT meeting.

2I.5 Office of Foreign Assets Control: Lawsuit. Att. #12.

In 2002, the U.S. Treasury Department's Office of Foreign Assets Control (OFAC) issued a ruling that by editing papers from authors in embargoed countries (such as Cuba and Iran), scholarly publishers were violating the embargo. While publishing was specifically exempted from the embargo, the services provided by editing were not.

In 2004 a group of plaintiffs representing publishers and authors filed a suit in federal court asking for injunctive relief. The AMS was one of the organizations contributing funds to this effort. More than a year ago, OFAC rescinded its decision, but maintained its authority for reinstating the ruling at a later time. After more than a year of negotiation, the plaintiffs and the government agreed to a stipulation which states that the government has no intention to backtrack and limits the government as to how it may try to reissue prohibitive regulations or licenses either for existing or newly embargoed countries. Given the stipulation, on October 1, 2007 the Court accepted the request of the parties to drop the suit without prejudice, meaning it can be re-filed if the government behaves badly.

More details can be found in the press release from the plaintiffs, which is attached (#12).

2I.6 Actions of the Agenda and Budget Committee (ABC).

At its October 12, 2007 meeting, the ABC took the following action:

The ABC set the schedule for the November 2007 ECBT meeting.

3 BOARD OF TRUSTEES ACTION/DISCUSSION ITEMS
--

3.1 Budget Review.

The BT discussed items 3.1.1 through 3.2.5 and then voted to approve the 2008 budget as presented.

3.1.1 Discussion of Fiscal Reports.

The BT received and discussed various fiscal reports, as well as a memo discussing major variances between 2007 projections and the 2007 budget, and between 2007 projections and the 2008 budget.

See 3.1.

3.1.2 Capital Expenditures – 2007 and 2008 Capital Purchase Plans.

The BT reviewed the 2008 capital purchase plan, and approved it as part of the 2008 budget. See item 3.1.

3.1.3 Capital Expenditures - Approval of Specific Purchases. Att. #13 & Att. #17.

The BT approved the attached minutes (#13) of the meetings by technical means dated July 31, 2007 (Pawtucket HVAC - \$162,000) and September 11, 2007 (Providence carpet - \$215,000).

The Board also approved increasing the upper limit for the Ann Arbor conference room (and surrounding area, including mailroom, work space, and remodeled hallway) to \$237,000 (see Att. #17 for details).

3.1.4 Salary Increments for 2008.

The BT reviewed the Salary Committee's recommendation for the 2008 increment to salaries and approved it as part of the 2008 budget. See item 3.1.

3.2 Spendable Income, Operations Support Fund and Other Related Items. Att. #21.

The Society uses its long-term investments for several purposes, and for that reason it divides its investments into various funds. The following five standing items deal with these funds -- additions, transfers, and spending.

The description of the way in which the AMS uses its long-term investment portfolio is contained in Section D of the Fiscal Reports, which are provided to the BT. This description is summarized in the diagram in Att. #21, which has labels showing how the five parts of item 3.2 are connected to the process.

3.2.1 Addition to Operations Support Fund.

In 2006, approximately \$912,000 was added to the Operations Support Fund (OSF) from operations. No additional cash was required to be added to the long-term portfolio to effect this addition, as this amount was owed to operations, primarily due to 2006 spendable income. Operations did not require the liquidation of long-term investments for cash flow purposes, so it was left in the form of long-term investments and formally added to the OSF by the BT at its November 2006 meeting.

The amount due operations from the long-term investment portfolio at the end of 2007 is estimated to be approximately \$1,100,000. As in prior years, this amount will likely not be needed to fund operations in the following year. Accordingly, it appears to be prudent to allow the funds to remain in the long-term investment portfolio and to formally add the dollars to the OSF.

The BT approved the Chief Financial Officer's recommendation that the amount due operations from the long-term investment portfolio at 12/31/07 (estimated to be approximately \$1,100,000) remain in the long-term investment portfolio and be officially added to the OSF.

3.2.2 Rebalancing of Economic Stabilization and Operational Support Funds.

Under a new policy adopted by the Board of Trustees at its May 2006 meeting, at the end of each fiscal year the allocated values of the Economic Stabilization Fund (ESF) and the Operations Support Fund (OSF) are rebalanced such that the ESF always equals the target balance. 2006 was the first year this policy was implemented, which resulted in the movement of slightly over \$13,000,000 from the ESF to the OSF. The BT reviewed a chart showing the increments and decrements in the OSF and ESF since their separation at 12/31/2000. It was noted that the amount and direction of the rebalancing required at the end of 2007 is dependent mainly upon the return on the long-term investment portfolio in 2007.

3.2.3 Allocation of Operations Support Fund (OSF) Spendable Income.
(formerly known as the Supplemental Economic Stabilization Fund)

The May 2001 Board of Trustees approved the following (from item 2E.5):

Income from reserves should be allocated to each year's budget to service and outreach programs of the Society (without specifying exactly which programs). The total amount should be approved by the May ECBT, when revenue projections for the following year are made.

The BT was informed that the income from the OSF for 2007 and 2008, determined according to the guidelines approved by the BT are \$724,300 and \$1,039,300, respectively. The 2008 amount had been previously approved. The significant increase for 2008 is due to the rebalancing between the ESF and OSF at the end of 2006 (first year new policy was applied). It was noted that the balances in the OSF for the base years are not normalized for additions and withdrawals for the purpose of calculating the spendable income (as is done for the true endowment funds).

3.2.4 Appropriation of Spendable Income from Unrestricted Endowment.

The May 2001 Board of Trustees approved the following (from item 2E.5):

Each year, the budgeting process will include recommendations for allocating spendable income from the Unrestricted Endowment for specific projects. The allocated income will be treated as revenue for operations, offsetting (part of) the expenses. These recommendations will be brought to the Board for approval at its November meeting in the normal budgeting process. The goal will not be to use all the income from such funds each year, but rather to use some of the income every year for the support of mathematical research scholarship and outreach. Using such income should be a regular part of our operations rather than an exceptional situation.

The 2008 revenue budget includes the following uses of income on projects, which the BT approved:

Public Awareness	\$30,000
What's Happening	\$16,000
AAAS Mass Media	\$10,000
Congressional Fellow	\$80,000
MRDB – reference lists	\$70,000
Young Scholars	\$70,000
Project NEXt	\$15,000
Math Research Communities	\$20,000

3.2.5 Report on Changes in Appropriated Spendable Income.

The Executive Director has the authority to transfer spendable income that will not be used on an approved project to another approved project, in case additional support is needed. Any such changes are to be reported to the BT at their next meeting.

The Executive Director reported that, for 2007, \$40,000 was transferred from the Carnegie Doctoral Program project to the Mathematical Reviews Database, to help defray the additional costs of adding reference lists.

3.3 Investment Committee Report. Att. #16.

The BT received the attached report (#16) on the Investment Committee's October 12, 2007 meeting.

The BT approved the Investment Committee's recommendation that the AMS asset allocation policy be changed to allow investments in foreign equities of up to 25% of total equities rather than the current 10% of total assets. The new policy is:

Asset Class	Allocation Range
Equity investments (including foreign equities)	65%-85% of total
<i>Foreign equities</i>	<i>Up to 25% of total equities</i>
Alternative investments	Up to 10% of total
Fixed income	15%-25% of total

3.4 Future of Four-color Printing at the AMS. Att. #14.

The amount of color work produced in the AMS Printing Department and by outside vendors has increased over the past decade, and it is projected that the requirement for color printing will continue to grow. Staff is in the process of evaluating current and future color printing requirements and assessing how to best manage this work in the future.

The BT received the attached brief summary of AMS's color printing requirements, along with preliminary information on the market for color presses (Att. #14).

3.5 Trustees' Officers.

The BT elected Eric Friedlander Chair of the Board, and re-elected Donald McClure Secretary of the Board, for the term February 1, 2008 – January 31, 2009.

3.6 Responsibilities of Trustee Liaisons.

The system of Trustee Liaisons extends back to the time when the Society first appointed an executive director in 1950. Their function has evolved over the years along with the Society. For many years, the liaisons received quarterly reports on their assigned divisions, exercising a

detailed oversight of operations. More recently, liaisons have merely consulted with the head of their division once a year, to talk about pressing issues or to ask questions about the past year.

The idea that trustees become more familiar with particular parts of the Society's operations is a sound one. Having an annual meeting between the head of a division and the trustee liaisons provides a simple way to carry this out. On the other hand, because the liaisons are not intimately familiar with operations, they are not in a strong position to report on the details of those operations, and reports tend to consist of general praise for the division and its leadership.

The BT approved the Executive Director's proposal that the system of liaisons be maintained, but the oral reports by liaison Trustees at the May meeting be eliminated. Instead, brief written summaries prepared by each division head will be attached to the May ECBT meeting agenda. These summaries, along with section VI of the operating plan, will serve as the basis for the annual liaison meetings each spring.

3.7 Trustees' Committees, etc. Att. #15.

The attached list of BT committees, as well as Trustee appointments to policy committees and Trustee liaison assignments to divisions of the Society's administrative offices was received (#15).

Board Chair Linda Keen invited Trustees for their advice on their preferences and then she will make the appointments/assignments.

3C BOARD OF TRUSTEES CONSENT ITEMS

3C.1 May 2007 BT Closed Executive Session Meeting.

The BT approved the minutes of their closed executive session meeting held May 19, 2007, in Providence, Rhode Island, which had been prepared by the Secretary of the Board and distributed separately.

3C.2 Recognition for Length of Service.

The BT approved the following proclamations for the employees noted.

20 years of service:

**Victoria W. Ancona
Pamela S. Ball
Wayne Drady
Karen A. McConaghy
Judith L. Mosteiro**

**Michael Saitas
Kimberly A. Taylor**

The Board of Trustees takes great pride in recognizing _____ for twenty years of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer _____ their special thanks and their best wishes.

25 years of service:

**Anna M. Hattoy
Patricia LaChance
Daniel C. Latterner
Andrew L. Price**

The Board of Trustees takes great pride in recognizing _____ who has devoted twenty-five years of service to the Society. The Board expresses its profound gratitude for this long record of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to _____ for being such a loyal employee and wish him/her well in the future.

30 years of service:

**Patricia A. Hickey
Allan V. Lazzareschi**

The Board of Trustees takes great pride in recognizing _____ for the outstanding distinction of serving the Society for thirty years. The Board expresses its profound gratitude for this long record of faithful service to the Society. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to this loyal employee.

35 years of service:

Donald W. Neville, Jr.

The Board of Trustees takes great pride in recognizing Donald W. Neville, Jr. for the outstanding distinction of serving the Society for thirty-five years. The Board expresses its profound gratitude for this long record of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater

mathematical community. The Trustees offer their special thanks and their best wishes to Don for being such a loyal employee and wish him well in the future.

40 years of service:

**Marcia C. Almeida
Linda R. Christoff**

The Board of Trustees takes great pride in recognizing _____ for the outstanding distinction of serving the Society for forty years. The Board expresses its profound gratitude for this long record of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to _____ for being such a loyal employee and wish her well in the future.

45 years of service:

Barbara N. Beeton

The Board of Trustees takes great pride in recognizing Barbara N. Beeton who has devoted forty-five years of service to the Society. The Board expresses its profound gratitude for this outstanding distinction of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to Barbara for being such a loyal employee and wish her well in the future.

3I BOARD OF TRUSTEES INFORMATION ITEMS

3I.1 Focused Planning for Infrastructure. Att. #6.

An update is attached (#6).

3I.2 Small Change in Fringe Benefits.

The November 1996 BT authorized the Executive Director to approve “small” changes in benefit plans and report them to the BT as information items.

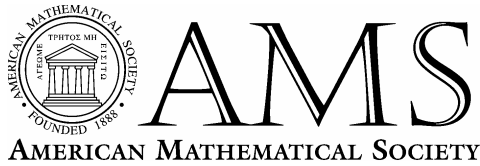
The following is such a change that was made since the last BT meeting:

For many years the Society has held a travel accident insurance policy that provides benefits to covered individuals in the event they are disabled or killed while traveling on AMS business. The current policy provides different amounts of coverage for three classes of covered individuals. Our insurance broker is investigating modifications to the policy that will provide the same level of coverage to all covered individuals and will clearly define the covered population as all employees of the Society scheduled to work at least 20 hours per week, and all members of the Society's Board of Trustees and Council. This will insure that we can accurately identify those individuals covered under the policy and more clearly define when the insurance is in effect. These changes will take place in 2008. While providing for improved administration of the policy, they will have no significant effect on the cost of providing the benefit.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert J. Daverman". The signature is fluid and cursive, with a large initial "R" and "D".

*Robert J. Daverman, Secretary
Knoxville, Tennessee
December 13, 2007*



312D Ayres Hall, University of Tennessee
Knoxville, TN 37996-1330 USA
Phone: 865-974-6900 Fax: 865-974-2892
www.ams.org

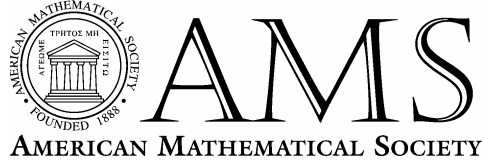
Robert J. Daverman, Secretary
Email: daverman@math.utk.edu

SECRETARIAT
Business by Mail
May 1, 2007

MINUTES
from the Ballot dated April 1, 2007

There were **five** votes cast by Robert Daverman, Susan Friedlander, Michel Lapidus, Matthew Miller and Lesley Sibner.

1. Approved electing to membership the individuals named on the list dated March 20, 2007.
2. Approved institutional membership for Middle Tennessee State University, Department of Math Sciences, Box 34, Murfreesboro, Tennessee 37132-0003.
3. Approved institutional membership for University of Arkansas at Little Rock, Math & Stat Dept., 2801 S. University Ave., Little Rock, AR 72204-1009
5. Approved the minutes of the Secretariat Business by Mail from the ballot dated March 1, 2007.



312D Ayres Hall, University of Tennessee
Knoxville, TN 37996-1330 USA
Phone: 865-974-6900 Fax: 865-974-2892
www.ams.org

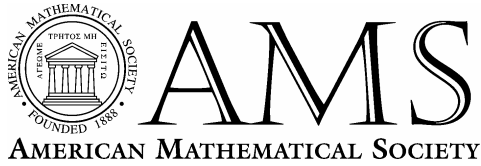
Robert J. Daverman, Secretary
Email: daverman@math.utk.edu

SECRETARIAT
Business by Mail
June 1, 2007

MINUTES
from the Ballot dated May 1, 2007

There were **three** votes cast by Robert Daverman, Matthew Miller and Lesley Sibner.

1. Approved electing to membership the individuals named on the list dated April 20, 2007.
2. Approved central section meeting at Baylor University in Texas during the weekend of October 16-18, 2009.
3. Approved the minutes of the Secretariat Business by Mail from the ballot dated April 1, 2007.



312D Ayres Hall, University of Tennessee
Knoxville, TN 37996-1330 USA
Phone: 865-974-6900 Fax: 865-974-2892
www.ams.org

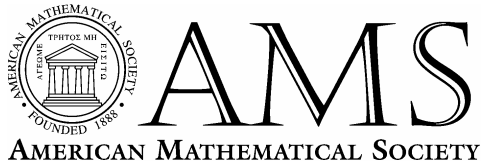
Robert J. Daverman, Secretary
Email: daverman@math.utk.edu

SECRETARIAT
Business by Mail
July 2, 2007

MINUTES
from the Ballot dated June 1, 2007

There were **four** votes cast by Robert Daverman, Michel Lapidis, Michael Miller and Lesley Sibner.

1. Approved electing to membership the individuals named on the list dated May 20, 2007.
2. Approved holding the Spring 2008 Meeting of the AMS Council in Chicago IL on Saturday, 05 April 2008.
3. Approved the minutes of the Secretariat Business by Mail from the ballot dated May 1, 2007.



312D Ayres Hall, University of Tennessee
Knoxville, TN 37996-1330 USA
Phone: 865-974-6900 Fax: 865-974-2892
www.ams.org

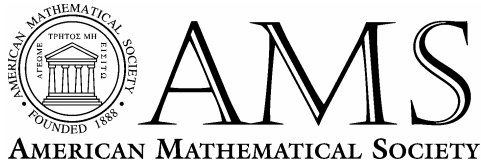
Robert J. Daverman, Secretary
Email: daverman@math.utk.edu

SECRETARIAT
Business by Mail
August 1, 2007

MINUTES
from the Ballot dated July 2, 2007

There were **three** votes cast by Robert Daverman, Michael Miller and Lesley Sibner.

1. Approved electing to membership the individuals named on the list dated June 20, 2007.
2. Approved the minutes of the Secretariat Business by Mail from the ballot dated June 1, 2007.



312D Ayres Hall, University of Tennessee
Knoxville, TN 37996-1330 USA
Phone: 865-974-6900 Fax: 865-974-2892
www.ams.org

Robert J. Daverman, Secretary
Email: daverman@math.utk.edu

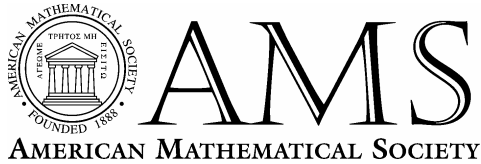
**SECRETARIAT
Business by Mail
September 4, 2007**

**MINUTES
from the Ballot dated August 1, 2007**

There were **five** votes cast by Robert Daverman, Susan Friedlander, Michel Lapidus, Matthew Miller and Lesley Sibner.

1. Approved electing to membership the individuals named on the list dated August 20, 2007.
2. Approved the minutes of the Secretariat Business by Mail from the ballot dated August 1, 2007.

Robert J. Daverman



312D Ayres Hall, University of Tennessee
Knoxville, TN 37996-1330 USA
Phone: 865-974-6900 Fax: 865-974-2892
www.ams.org

Robert J. Daverman, Secretary
Email: daverman@math.utk.edu

**SECRETARIAT
Business by Mail
October 1, 2007**

**MINUTES
from the Ballot dated September 1, 2007**

There were **five** votes cast by Robert Daverman, Susan Friedlander, Michel Lapidus, Matthew Miller and Lesley Sibner.

3. Approved electing to membership the individuals named on the list dated September 20, 2007.
4. Approved the minutes of the Secretariat Business by Mail from the ballot dated September 4, 2007.

Robert J. Daverman

Report on the 2007 Meeting of the Mathematical Reviews Editorial Committee

The Mathematical Reviews Editorial Committee (MREC) held its annual meeting at the Mathematical Reviews offices on October 15, 2007. In attendance were committee members Lisa Fauci, Jonathan Hall (Chair), Peter Maass, Tadao Oda, Ronald Stern, and Trevor Wooley; AMS Executive Director, John Ewing; AMS invited guest, Donald McClure; the MR editors and administrative assistant.

The 2007 meeting was the first officially scheduled meeting to take place in the beautiful new MR conference room. The committee was impressed with the facility and pleased to meet in this nice work environment.

As is customary, the meeting opened with informational items including reviews of the 2008 Operating Plan and 2006 Annual Report of activities.

The meeting continued with demonstrations of the new version of MathSciNet (<http://www.ams.org/mathscinet/>). The highlights here include increased citation information in the form of "Top 10" lists of books, journals and articles. Certain tools including the collaboration distance tool and current awareness information on journals and articles are now freely available. Linking with the Mathematics Genealogy Project (<http://www.genealogy.math.ndsu.nodak.edu/>) and an update on the MR maintained AMS Digital Mathematics Registry (<http://www.ams.org/dmr/>). MREC was also apprised of other ongoing developments at MR including: improved downloading capability to deal with the 416 journals that MR now only receives in electronic form; the growth in the number of Digital Mathematics Library (DML) listings which now includes listings from the Springer historical back file; the delivery of articles to reviewers in PDF form from a select group of publishers; a full report on the Mathematical Reviews Database (MRDB) and *Mathematical Reviews* statistics.

A synopsis of the committee's actions and discussion of agenda items follows.

The committee discussed the process of replacement of members whose term would expire in the next two years. Suggestions of candidates were offered.

The committee reviewed the many decisions, discussions and policies that it has dealt with during the last 10 years. Some of these past items continue to be relevant business for the committee today and are related to items on the 2007 meeting agenda.

The committee continued its 2006 discussion of the Chinese language mathematics literature. The incomplete results of a survey of top Chinese mathematics departments concerning MR coverage of this segment of the literature were presented. The committee agreed with the recommendation of the MR editors to discontinue 35 very low-density Chinese language journals. These journals are hosted by institutions in China with an independent institution ranking greater than 100 out of 654. Most of these journals are Natural Science journals that contain few mathematics articles deserving of MR coverage. The committee also agreed to revisit this matter at its 2008 meeting when some mathematicians familiar with the Chinese literature will be invited to provide input.

Based on advice from the AMS lawyer, the committee agreed that MR would no longer publish statements concerning "unwilling" co-authors. It was concluded that MR should report on the authorship of articles consistent with the bibliographic information provided by a journal. Any resolution of disputed authorship is the responsibility of the journal.

The committee discussed the role of MR relative to reporting plagiarism. The committee agreed on the following policy: when MR detects or is informed of plagiarism, it should notify the journals and without prejudice include a statement in review text to the effect “for an essentially similar article see XXX”. In addition, MR should inform Zbl of any incident of plagiarism. The question of self-plagiarism, i.e., the republication of a similar or identical article by an author was also discussed. MR will continue its current practice and create links between such listings.

The committee approved a list of 76 new journals to be added to the collection Reference List Journals (http://www.ams.org/mathscinet/mrcit/journal_list.html). This brings the number of journals for which every listing on MathSciNet is accompanied with the reference list to over 405 journals. Reference lists for articles from these journals published in 2000 or later will be appended to existing listings. The latter backfill work will take place in 2008. The current collection of over 400 reference list journals combined with the unparalleled MR author identification will make MR the most accurate and complete source of citation information about the mathematics literature.

The committee emphasized the importance of making all visible changes in MathSciNet listings publically available. The complex relationship of MathSciNet as a publication derived from the MR database, where many automatic and few manual changes take place on a regular basis, makes this a challenging matter. The committee learned briefly about an ongoing project to develop a mechanism to make changes in published MathSciNet listings more transparent to users. The development of this project will continue into 2008 and the committee will revisit this matter at the 2008 meeting.

A suggestion to suppress long “table of content only” reviews in the issues of *Mathematical Reviews* was not supported. The committee may return to the related question of how close *Mathematical Reviews* must follow MathSciNet at its next meeting.

The committee reviewed the MR Editorial Statement (<http://www.ams.org/authors/mr-edit.html>) and no changes were suggested.

As is done annually, the committee was provided with comparative information concerning the *Mathematical Reviews* and the Zentralblatt Math databases. An update on the MR-Zbl cooperative project of revising the 2000 Mathematics Subject Classification was presented. The new version of this classification scheme, MSC 2010, is being drafted via a wiki and will be available for public comment by the time of the January 2008 joint meeting in San Diego, CA.

The date for the next MREC meeting is Monday, October 6, 2008.

Kevin Clancey
MR Executive Editor
October 2007

AMS Committee on Publications
September 7–8, 2007
Report

A meeting of the AMS Committee on Publications (CPub) was held on September 7–8, 2007 at the AMS headquarters in Providence, RI. Beverly Diamond, Chair, presided over the meeting.

The meeting began with some members of the committee touring the Pawtucket facility, which includes both the AMS print shop and warehouse.

The traditional Friday evening discussion concerned the AMS book program and was led by two of the three Acquisitions editors, Sergei Gelfand and Ed Dunne. The Committee discussed various aspects of the book program, including its history, acquiring and selecting books, the types of books in the program (proceedings volumes are still an important part), subject areas of interest, book editorial committees (which are much different than journal committees), and the future of the AMS book program.

The discussion included an in depth discussion of the stability of the book program. We are building an enormously stable program because of an ever-increasing backlist -- a consequence of the AMS policy of keeping all monographs in print. Visibility of the book program has also grown through Internet distribution channels such as Amazon and Google Book.

Book editorial committees can sometimes be slow and providing editors with an outline of what is expected before they begin work, similar to the “Guidelines” for journal editors, may assist them with their responsibilities while on the committee.

Building a successful book program is inherently a slow process. In some ways, we are still a young publisher in building relationships with current and potential authors who will need good publishing models in the future. Publishing good examples of books will attract better authors to write yet better books for us. Up until 15 years ago the AMS published only a handful of books, and now our goal is to publish 100 or more in the most prestigious book series.

In summary, growth will require years of patience and diligence on the part of the AMS. We need to be persistent and have a clear idea of what direction we are going in to keep the process moving forward.

Before the meeting began on Saturday, John Ewing talked about organizational changes that are taking place in the Publishing Division. The AMS is separating the functions of publishing into two separate divisions in order to make it more manageable. The first division is Publishing, which includes all production and sales aspects of publishing and is currently headed by Beth Huber. The second division is Editorial, which will be headed by the new Publisher, Sergei Gelfand. This change will be effective on October 1, 2007.

The agenda on Saturday included the following topics:

C Pub 2006 updates

The Executive Director/Publisher gave a summary of actions taken as a result of the 2006 C Pub meeting. There was only one open item under 'Role of AMS Journals', a 20% permanent page increase is still under consideration for JAMS. (This was discussed further during the agenda item for the JAMS follow up.) *It was suggested that the book program review for 2008 include a discussion about editorial guidelines for book editors.*

Report on journal backlogs

The agenda included the standard backlog reports for the journals. The backlog for the four primary journals is trending down because of the increase in pages, and we should see a further drop in 2008. The backlog for *Transactions* is still somewhat high, but it is being addressed.

Review of other journals

The full committee discussed the report of the subcommittee reviewing the electronic-only, translation, and distributed journals. No actions were recommended.

- **Electronic-only journals** – Because an in-depth review of electronic-only journals was done in 2005, actions taken by the managing editors in response to the recommendations from that review were discussed.
- **Translation journals** – Translation activities increase the accessibility of some mathematical works and continue to be a viable activity for the Society.
- **Distributed journals** – The AMS continues to provide a valuable service to the mathematical community by distributing journals published by other organizations. 'Sale-of-Service' is also modestly financially advantageous for the Society.

Journal of the AMS -- follow up

The new managing editor of JAMS, Robert Lazarsfeld, gave a follow-up report on the issues presented in the 2006 report of the C Pub subcommittee review of the primary research journals.

- E-mail circulation and tracking is better; turn-around times (submission to acceptance or rejection) have improved. More editors are utilizing the peer review (CENTRACK) system. The committee has also added a sixth editor.
- The backlog was slightly larger than last year, and pages for the current year have been increased. The JAMS board will consider permanently increasing the size of the journal at its upcoming meeting.
- The heavy concentration of papers in four primary MSCs should be compared to other similar journals. The distribution of papers in JAMS seems to mirror the distribution in its competitors. Moreover, many papers published in the journal cross several areas, making the analysis by primary classification less precise.

New peer review system

In May of 2006, the AMS moved to a centralized submission policy for all journals. Papers are tracked in peer review by editors using the AMS created tracking tool, Centrack. Although the change has been well received by both editors and authors, some editors would like to have a

tool that is more sophisticated and customizable. We are currently in the process of licensing and installing a more elaborate tracking system, which was developed by Mathematical Sciences Publishers.

Research assessment and mathematics

Over the last few years governments, agencies, and institutions throughout the world have decided that they need to evaluate research -- objectively. The Impact Factor plays a key role in many of these research assessment exercises, but other metrics are being promoted as well. Mathematicians have requested that the International Mathematical Union (IMU) address the misuse of the Impact Factor in assessing the quality of mathematics research. The IMU has responded by forming a small *ad hoc* committee, jointly with the International Council on Industrial & Applied Mathematics (ICIAM) and the Institute for Mathematical Statistics (IMS). The committee will report on this in the coming year. The AMS should also try to bring common sense back to the way certain statistics are used.

Report on the digitization of the *Bulletin*

The first 100 years of the *Bulletin* has been digitized through the Digital Mathematics Library Project of the Mathematical Sciences Research Institute (MSRI) and was funded by the Moore Foundation. The digitization work was done through Project Euclid at Cornell, and the past issues of the *Bulletin* are available on their site as well as the AMS. The goal was to demonstrate best practices in digitizing past literature. The project was complicated and there were problems with the references, which will be corrected in the near future.

Journal backfiles

Soon after the Web began, the AMS put the backfiles of the four primary research journals on JSTOR. This was a way to make them immediately available, at no cost to the AMS. Because JSTOR requires a subscription, however, not all mathematicians have access.

The Committee discussed whether the Society should engage in its own digitization effort, and recommended that staff think about options from a limited to a full-scale version of an AMS backfile project. This would complement the JSTOR offering, not replace it.

Review of all CPub policies from the last 10 years

A report of all CPub actions and policies over the last 10 years was reviewed. This information gives a good view of how issues change over time. In the future, CPub may want to reconsider some of its policies previously implemented.

Report on *Notices* / *Bulletin*

The standard report on the *Notices & Bulletin* was presented. Both journals are thriving. The digitization of *Bulletin* was addressed in a previous agenda item. People can now browse the entire current issue of *Notices* in .pdf format from the new *Notices* web page.

New AMS website format

The AMS is in the process of reformatting and reorganizing the content on its website. The new and more modernized style (which should be up shortly) was shown to the Committee.

Report on Mathematical Reviews

The Executive Editor of Mathematical Reviews gave the annual update on MR. The new version of MathSciNet was recently released. The most significant changes are in the citation database, which now has top 10 lists under author citations and journal citations for books or journal articles, and top 10 journals according to their Mathematical Citation Quotient (MCQ). Coupled with the unique author identification, MR can produce more accurate citation data than ISI in mathematics. The AMS Digital Mathematics Registry, which currently shows 1,203 electronic journals, is also maintained in Ann Arbor and is available freely from the MR web page.

The next meeting of the Committee was scheduled for September 12–13, 2008 at the Chicago O’Hare Hilton, Chicago, IL. The Committee will review the AMS book program at that time.

John Ewing
October 22, 2007

**Committee on the Profession
September 8-9, 2007
AMS Headquarters
Providence, RI**

The Committee on the Profession (CoProf) held its annual meeting on September 8-9, 2007, at the AMS Headquarters in Providence, RI. Highlights of that meeting are provided below.

The meeting began with a number of information items and reports. The committee was informed about what had occurred concerning several items from the previous year's agenda: the AMS Fellows program, the Young Scholars program, the AMS Public Service Award and the AMS statement on the employment of young mathematicians. Committee members then heard reports on some activities of the AMS: Membership, the annual Department Chairs Workshop held at the Joint Mathematics Meetings, the new Mathematics Research Communities program, the Working Group on Preparation for Technical Careers, and the Task Force on the First Year College Mathematics Experience. The remainder of the meeting involved items on which CoProf took action, the results of which are described below.

CoProf endorsed several motions and statements that will be sent to Council for action.

- **Job advertisement policy:** Some advertisements (from institutions outside the United States) that have been submitted for posting on the EIMS web site do not comply with the legal requirements for job ads in the United States. Additionally, most of the ads posted on the EIMS site do not conform to the AMS policy, approved by Council in 1971 and stated in the EIMS booklet and on the web site. A CoProf subcommittee has written a new AMS policy for job advertisements, which is included at the end of this report. Note that the website mentioned in the policy has not yet been constructed. It will be maintained by AMS staff members, and periodically reviewed by CoProf.
- **Committee charges:** At its spring 2007 meeting, some members of the Committee on Committees remarked that the charges to several committee charges were rather unclear and might be out of date. For the AMS Library Committee charge, CoProf will appoint a subcommittee to revise the charge. CoProf decided not to revise the charge of the AMS-ASA-IMS-MAA-SIAM Data Committee. CoProf rephrased the charge of the Young Scholars Awards Committee, and will bring that to the Council. The revised charge is :

“The AMS and its members provide funds to support mathematics programs for talented students at the high school level. The committee considers proposals from such programs and decides which to fund. In present form, it should award grants in the range of \$7,500-\$15,000 per grant, of which at least 50% of each grant is to be earmarked for tuition scholarships for students.”

- **Nominations for Exemplary Program Prize:** The Selection Committee for the Exemplary Program Prize is concerned about a dramatic decline in the number of nominations received. Since institution of the award, there were fourteen nominations in

2005, seven in 2006 and two in 2007. The Secretary recommended, and CoProf approved, the following statement: “Nominations received by September 15 will be considered for the award presented the following spring; the non-winning nominations will automatically be reconsidered, without further updating, for the award to be presented a year later.”

In addition, CoProf took action on several issues related to the committee’s charge.

- **2007 Culture Statement:** The Committee on the Profession has been making a series of statements that highlight ways in which the traditions of mathematics differ from those in other disciplines, especially other sciences and engineering. This year, CoProf discussed a statement concerning postdoctoral positions. The final version, included at the end of this report, was approved by email vote following the CoProf meeting, and will be posted at the AMS web site, at <http://www.ams.org/employment/CultureStatements.html>. The committee has chosen levels of grant funding as a topic for next year’s statement.
- **Programs that Make a Difference:** In January 2005, Council endorsed CoProf’s recommendation to recognize two programs each year that: (1) aim to bring more persons from underrepresented minority backgrounds into some portion of the pipeline beginning at the undergraduate level and leading to an advanced degree in mathematics, or retain them in the pipeline; (2) have achieved documentable success in doing so; and (3) are replicable models. Two programs were chosen for 2008 by a subcommittee of CoProf and endorsed by the full committee. These programs will be featured in an upcoming issue of the *Notices* and on the AMS web site. Bob Daverman will issue a call for nominations by March 1, in order to generate candidates for next year’s recognition.
- **Advisory statement concerning interviewing at the JMM:** Recently, MAA officers received an email from an MAA member, expressing concern that interviews for employment are sometimes held in hotel rooms or suites at the winter Joint Mathematics Meetings. This practice is now less common than it used to be since the introduction of the unscheduled interview tables in the Employment Center, but we know that it continues to happen. Although we are aware that this can cause uneasiness or anxiety for applicants (especially female applicants), we do not specifically caution either side about this practice. CoProf has appointed a subcommittee to work on a statement that the Joint Meetings Committee could use in JMM materials, alerting employers to practices that might put applicants in difficult or uncomfortable situations.
- **Department Chairs Workshop:** CoProf recommended that the chairs of four-year colleges receive specific invitations to the Department Chair’s Workshop at the 2009 JMM, and that one of the organizers be from a four-year college.
- **Annual review:** This year, CoProf’s annual review, conducted by a subcommittee, was on the topic of the Society’s activities related to recognitions and awards. In addition, the committee as a whole discussed the finances of the prizes and awards. CoProf made several recommendations:

1) That the AMS should endeavor to adjust the amount of its major research prizes to match (approximately) inflation, bearing in mind the constraints of the prize endowments. This should be done through periodic review by the Board of Trustees and the Council every five years.

2) That travel money be included with the Morgan prize.

3) That the recognition of Programs That Make a Difference and the Exemplary Program Award be included in the Prize Ceremony at the Joint Mathematics Meetings.

The Committee selected the Society's activities for professional ethics as the topic of the next year's annual review. This topic was reviewed last in 2002. CoProf will not have a panel at the upcoming Joint Mathematics Meeting in 2008.

The Committee on the Profession will hold its next meeting on September 13-14, 2008 at the Chicago O'Hare Hilton.

Ellen J. Maycock
Associate Executive Director
November 27, 2007

Policy for Employment Advertisements

While the American Mathematical Society (AMS) does not screen ads for compliance, the Society expects all institutions posting advertisements in AMS publications to comply with the equal opportunity laws that apply in the jurisdictions in which they are located. Federal law prohibits employers in the United States from discriminating on the basis of race, color, national origin, religion, sex, age or disability. Applicants should be aware that institutions outside of the United States may not be legally bound to conform to these or similar requirements, and are advised to inform themselves of conditions that may exist at the institutions to which they apply. The AMS reserves the right to reject any advertisement.

The AMS strongly supports equal opportunity in employment. Despite increasing participation at many levels, low rates of retention and promotion of women and underrepresented minorities remain a serious concern, particularly at doctoral-granting institutions. Therefore, AMS members, both individual and institutional, are urged to examine frequently their policies and procedures to see in what ways they may facilitate careers in mathematics research for women and underrepresented minorities. Resources can be found at the website www.ams.org/employment/equalopportunity.

2007 Statement

The Culture of Research and Scholarship in Mathematics: Postdoctoral Positions

In Mathematics, as in other sciences, postdoctoral work is an important part of the training of young researchers, and is an essential part of the rich research life of many departments. A “postdoc” is a recent doctoral graduate, in a temporary position, whose main purpose is to engage in research training under the supervision of a faculty member, who in turn is expected to give individual attention to furthering the career of the postdoc. However, in contrast to most of the natural sciences, teaching plays a fundamental role in both the training and the funding of most postdocs in the mathematical sciences.

Since postdoctoral appointments in mathematics are not usually tied to either lab work or large projects, and are often supported through teaching rather than external grants, much of the funding for postdocs comes from individual universities. For example, in 2005 the AMS survey reported a total of 890 postdocs in the mathematical sciences (including statistics). However, only 31 of these were supported full-time through the prestigious NSF postdoctoral fellows program and another 339 received partial NSF support. This aspect of postdoctoral funding may partially explain the observation that postdocs in the mathematical sciences have both greater independence and greater responsibilities and are typically paid more than postdocs in other sciences, often at the same rate as a beginning tenure-track assistant professor.

In the biological sciences, chemistry, and physics, the vast majority of new Ph.D.s who take academic appointments have a postdoctoral position. By contrast, in the mathematical sciences approximately one-half of new Ph.D.s who take academic appointments have a postdoc. In general, postdoctoral appointments in mathematics carry prestige; at the same time, the added responsibilities in terms of teaching mean that postdocs often cannot devote 100% of their effort to their research.

Postdocs bring a youthful vitality and fresh perspective that enhance the quality of research in mathematical sciences departments. While the tradition and nature of postdoctoral training in mathematics are well known within the discipline, the fact that most mathematical sciences postdocs require a significant teaching component is sometimes not well understood by other scholars whose research and training traditions differ.

Information Systems Plan Status Report

Overview

The Information Systems Planning (ISP) effort has continued, focusing on selecting new financial software and creating a request for information (RFI) for Association Management Systems. The ISP is a long-range computing plan for the Society that we expect will cover the next seven to ten years. The first two years are expected to be planned in more detail than the remainder of the years. As each year passes, more detail will be added to the plans for ensuing years. An important part of the ISP will be the elimination of the VMS operating system at Society.

Selecting a new financial software package is critical because the vendor of our current package no longer supports the product and the package can run only on an out-dated and unsupported version of VMS. The RFI for Association Management Systems (membership maintenance and renewal, subscription fulfillment, order processing, inventory, customer file maintenance, etc.) is important because the current, in-house developed systems support most of our business data processing and represent approximately 75 percent of the programs running under VMS. Before creating a long-range plan, it will be important to determine if these systems will be replaced with software purchased from a vendor and, if necessary, modified to meet our needs, or if the existing systems will be migrated from VMS to another operating system and enhanced.

Status Report

Selection of Financial Systems

The Fiscal Department has assumed responsibility for this project. Fiscal has hired a consultant, James Jumes of the Beacon Advisory Group, to assist in the process. James has extensive experience in information technology and business system selection. His knowledge of the commercial accounting systems marketplace is extremely valuable to the selection process. Replacing existing systems for general ledger, accounts payable, accounts receivable, project accounting, purchasing, budgeting, and financial reporting is the focus of the selection process.

Key dates in the selection process include:

<u>Week of</u>	<u>Milestone</u>
10/22/2007	Distribution of RFI to vendors
10/29/2007	Short presentations by vendors
11/5/2007	Develop short list of vendors
11/12/2007	Long demonstrations by selected vendors
12/3/07	Vendor recommendation

Request for Information for Association Management Systems

The RFI project for Association Management Systems is an educational process that allows the staff to gather and evaluate information about commercial Association Management Systems for the Society. At the end of the RFI process, we will be able to answer a number of questions, including:

- Will existing commercial software for associations be able to meet the Society's needs?
- What are the approximate costs for the software?
- How long will an RFP project for association management systems take to complete?
- What vendors should be included in the RFP process?

The RFI project team, including staff from Member and Customer Services, Distribution, Fiscal, and Management Information Systems created the RFI, which contained:

- a description of the Society
- a description of our current technical environment
- a description of our desired technical environment
- a list of vendor questions, including information about their company and their software package
- functional requirement outlines, up to three levels deep, for the following Society functions:
 - Membership management
 - Customer maintenance
 - Order processing
 - Subscription Fulfillment
 - Item maintenance
 - Inventory management
 - Committee management
 - Customer call center
 - Member rewards

We distributed the RFI to 12 vendors on August 1. In September, we received 10 responses. The project team evaluated the vendors' responses and invited five vendors to make short presentations to us during the week of October 22. We expect to make a recommendation for future action concerning Association Management Systems to the Staff Executive Committee in November.

Prepared by Tom Blythe

Washington Office Report
October 19, 2007

Fiscal 2008 began on October 1, 2007 and, as is now usual, there is still no federal FY 2008 budget. At this writing, none of the twelve appropriations bills have been passed into law, in fact, none have even been sent to the President for his signature. The House has passed all of its appropriations bills and the Senate has passed five. As the Senate passes its bills, the two congressional bodies will then begin conferencing on each bill in order to come up with bills that can be sent to the President. At this time of year, there are rumors that the Congress will not send bills to the President one at a time, but rather will bundle bills into several packages or into one omnibus package.

The President, on the other hand, has threatened to veto any appropriations bill that is over what he has allocated in his Budget Request for the agencies and programs in the bill. The Democrats are deciding what strategies to use to try and force the President's hand into signing these bills. One rumored strategy would be for the Dems to send the President a test bill that is over the President's Budget Request to see how serious his veto threat is.

The Senate Commerce, Justice, Science, and Related Agencies (CJS) appropriation bill was passed by the Senate on October 16. The NSF budget is contained in this bill and the 10.8 percent NSF budget increase approved by the Senate Appropriations Committee remained intact. This is good news because the House passed a CJS bill with a 10 percent increase for NSF and when the two are reconciled it should mean a minimum increase for NSF of 10 percent over FY2007.

Other legislation of interest to the scientific community includes the America Competes Act (Public Law 110-69), which passed into law in August. This is an authorization bill, which, among other things, authorizes the NSF budget to grow from \$5.9 billion in FY 2007 to \$8.13 billion in FY 2010. This law also authorizes science and mathematics education programs in the Department of Energy, as well as establishing an Advanced Research Project Agency – Energy, an agency modeled after the Defense Advanced Research Project Agency (DARPA). Of course, all these programs and budgets depend on appropriations and as has been illustrated time and again -- authorization does not equal appropriations.

The Washington Office remains active in advocating for science on Capitol Hill. Sam Rankin made numerous visits to congressional offices with his colleagues from other organizations promoting budget increases for the NSF and the Department of Energy Office of Science. Several visits were made during the period that the America Competes Act was being considered by Congress. In June, the Coalition for National Science Funding (CNSF) held its thirteen annual Capitol Hill Exhibition highlighting NSF-sponsored projects. Anita Benjamin again directed the Exhibition, which included 34 exhibits and over 490 attendees, including Arden Bement and Kathie Olsen, Director and Deputy Director, respectively, of the NSF, as well as eleven Members of Congress. Dalin Tang, professor of mathematics at Worcester Polytechnic

Institute (WPI), represented the AMS at the Exhibition and presented his NSF and NIH supported work on assessing cardiovascular disease and enhancing surgery design.

In September, CNSF organized a Hill Visits Day. Forty scientists, engineers, and educators participated in the event and made visits through inter-disciplinary teams to over 65 congressional offices representing 11 states. Representatives Vernon Ehlers (R-MI) and Patrick Kennedy (D-RI) spoke at a reception held in conjunction with the event. Anita Benjamin was one of the three organizers of the Hill Visits Day. John Mayer, a professor of mathematics at the University of Alabama, Birmingham, participated for the AMS. Mayer met with Senator Richard Shelby (R-AL), Ranking Member on the Senate CJS committee, and Senator Robert Aderholt (R-AL), a member of the House CJS committee. Mayer teamed up with a chemist from Alabama sponsored by the American Chemical Society. Sam Rankin organized these visits and took part in the meetings.

Sam Rankin continues to participate on the Task Force on the Future of American Innovation and the Bridging the Sciences Coalition. Task Force members come from industry, academia, and professional societies. The Bridging Coalition's members, for the most part, come from biomedical organizations and most of the effort is directed at encouraging the NIH to fund disciplines, such as mathematics, that can contribute to biomedical research.

Dan Ullman, the AMS Congressional Fellow for 2006-2007, completed his fellowship on the House Committee on Science and Technology and has returned to The George Washington University. Jeffry Phan, the new 2007-2008 AMS Fellow, is working in the personal office of Senator Jeff Bingaman (D-NM). Senator Bingaman is a strong supporter of science research and education and has led efforts in the Senate to increase funding for basic research. His Senate committee assignments include Energy and Natural Resources (chair), Finance, and Health, Education, Labor, and Pensions. Jeffry's placement in Bingaman's office is quite fortuitous for him and for mathematics.

As an update, the first AMS Congressional Fellow (20065-2006), David Weinreich, is now working full time as a legislative assistant in the office of Bob Etheridge (D-NC). Representative Etheridge's district includes part of Raleigh, NC, where N. C. State University is located. Etheridge is a past member of the House Committee on Science and Technology, and is currently a member of the House Committees on Agriculture, Budget, and Homeland Security. It's nice to be able to call a congressional office and know that you can speak with a mathematician.

The 2007 AMS-AAAS Mass Media Fellow, Adriana Salerno, a Ph.D. student at the University of Texas, completed her fellowship in August. She worked for ten weeks at the Voice of America in Washington, DC. She enjoyed her stint in the media world and is looking forward to finishing her degree in the coming year.

The Washington Office is currently preparing for the AMS Committee on Education (COE) meeting to be held in Washington, DC on October 25-27, 2007. The Office is also organizing the AMS Department Chairs Workshop to be held on January 5, 2008 in San Diego, as well as

aiding planning for the Committee on Education and Committee on Science Policy sessions at the Joint Meetings. The Office has also organized a panel session with current and past AMS Congressional Fellows to discuss their experiences and to encourage other mathematicians to apply for the fellowship in the future.

The AMS will sponsor a Congressional luncheon briefing on November 14, 2007 that will highlight the work of University of Utah mathematician Ken Golden. Golden will present his research on sea ice's permeability to salt water. His work promises to help improve forecasts of the effects of global warming.

In June, Sam Rankin participated, for the second year, on the NSF Advisory Committee for GPRA Performance Assessment (GPRA equals Government Performance and Results Act). This committee assesses, among other things, what kind of impact NSF funded projects have on the various fields, on science in general, and on innovation. The committee is a diverse group representing many scientific disciplines.

Sam Rankin has begun a three-year term as a member of the Advisory Board for the Mathematical Sciences department at WPI. He attended his first meeting in October. The purpose of the Board is to assess the department's programs as to quality and significance and make recommendations for new programs and enhancements. The Board members are from both academia and industry.

*Respectively submitted,
Samuel M. Rankin III
Associate Executive Director
Washington Office
October 19, 2007*

GOVERNMENT ISSUES NEW REGULATIONS ON PUBLICATIONS FROM CUBA, IRAN AND SUDAN

Publishers' and Authors' Groups End Litigation that Prompted Change

New York, NY (October 1, 2007). Publishers' and authors' groups announced today that they have successfully resolved their lawsuit against the Treasury Department's Office of Foreign Assets Control ("OFAC"), because OFAC has revised its regulations in response to the suit and no longer requires specific license applications for government permission to engage in certain basic publishing activities. Before the suit was filed in September 2004, OFAC, which enforces U.S. trade embargoes against "enemy" nations, had effectively prohibited Americans from publishing works written by authors in Cuba, Iran and Sudan by requiring prior approval through the issuance of a government license.

"After the lawsuit was filed," said Edward Davis, lead counsel for the plaintiffs, "OFAC quickly reversed course and revised its licensing regulations to provide that Americans could engage in all the activities that are necessary and incident to publishing works from authors in Iran, Cuba and Sudan without the need to apply for a government license except in very limited circumstances." The plaintiffs then embarked on negotiations with the government to ensure that electronic publishing would be similarly free of requirements for prior government approval. The results of those negotiations became public on August 30, 2007 with OFAC's issuance of further revised regulations. The plaintiffs have now agreed to dismiss their lawsuit, while continuing to oppose the idea that requirements for a government license to publish books and journals are permitted under the First Amendment, the Berman Amendment or the Free Trade in Ideas Amendment, and reserving the right to challenge the regulations in the future, should OFAC again threaten to require American authors and publishers to obtain prior government permission before working with authors in countries that are subject to U.S. trade sanctions. A stipulation reflecting these developments has today been submitted to the Court.

The original regulations required publishers to obtain a government license before paying advances, doing substantive editing or enhancing works from Cuba, Iran or Sudan, or marketing works from those countries, which effectively meant they could not be published for American readers without such a license. The regulations included stiff fines and even imprisonment for violations. After a series of rulings by OFAC strictly interpreting the provisions, publications ranging from books of poetry and cultural criticism to articles in scientific journals were threatened, and a number of scholarly projects were halted. After attempts to negotiate with OFAC failed, the Association of American University Presses ("AAUP"), the Professional and Scholarly Publishing Division of the Association of American Publishers ("AAP/PSP"), the authors' organization PEN American Center ("PEN") and an independent publisher, Arcade Publishing ("Arcade"), filed suit in the U.S. District Court for the Southern District of New York against OFAC. Fifty-five mostly not-for-profit publishers contributed funds from their very tight budgets to support the litigation.

As plaintiffs' attorney Linda Steinman explained, "The lawsuit charged that OFAC's prior license requirements violated not only the First Amendment to the Constitution but also two acts of Congress – the Berman Amendment and the Free Trade in Ideas Amendment – which prohibit OFAC from regulating 'information and informational materials' from countries subject to sanctions, because of the paramount importance of the free exchange of ideas between

Americans and peoples of all countries.” The lawsuit cited more than a dozen works that were threatened by the regulations, ranging from an article by Iranian scientists on advances in techniques for identifying earthquake hazards to an encyclopedia of Cuban music and the *PEN Anthology of Contemporary Iranian Literature*. (A list of some of the projects publishers have since been able to carry out as a result of the lawsuit follows.)

Marc H. Brodsky, Chairman Emeritus of AAP/PSP, commented, “It is unfortunate that so much money and time had to be expended by publishers just to bring us back to the obvious conclusion that American publishers have the basic freedom to bring to the American public information about what people in all countries write and think. This is what Congress emphasized in the Free Trade in Ideas Amendment and this is a responsibility as well as a right that publishers and writers take seriously.”

Further information about the suit, including the complete filed complaint and affidavits, is available at <http://www.aaupnet.org/ofac/>. For more details about the settlement of the suit, please contact Mr. Davis or Ms. Steinman.

Mr. Davis and Ms. Steinman are partners in the New York office of the firm of Davis Wright Tremaine LLP. Other attorneys representing the plaintiffs were Leon Friedman and Marjorie Heins, representing PEN American Center and Arcade.

Contact:

Edward J. Davis, Esq., Tel: 212-603-6431, edwarddavis@dwt.com

Linda Steinman, Esq., Tel: 212-603-6409, lindasteinman@dwt.com

Projects Now Permitted As a Result of Revisions to OFAC's Regulations

University of Alabama Press

Dialogues in Cuban Archaeology, edited by L. Antonio Curet, Shannon Lee Dawdy and Gabino La Rosa Corzo. This volume, prepared by scholars in both the United States and Cuba, provides a rare forum for discussion between archaeologists in the two countries. Published in summer 2005, more information is available here:

<http://www.uapress.ua.edu/NewSearch3.cfm?id=133213>

A Colossus on the Sand: The Slave Revolt of 1825 in Guamacaro and the Atlantic World, by Manuel Barcia Paz. This important history of a previously unstudied slave rebellion is based on materials in the Cuban National Archives otherwise inaccessible to American scholars. The work is being translated from the Spanish.

Arcade Publishing

Strange Times, My Dear: The PEN Anthology of Contemporary Iranian Literature, edited by Ahmad Karimi Hakkak and Nahid Mozaffari. A showcase of contemporary fiction and poetry from Iran and an important window into a culture that has been cut off from many Americans, this volume was published in April 2005. More information is here:

<http://www.arcadepub.com/Book/index.cfm?GCOI=55970100165060>

Cornell University Press

The Field Guide to the Birds of Cuba, by Orlando H. Garrido and Arturo Kirkconnell, has been reprinted with necessary corrections that were held up by the original OFAC regulations. The acclaimed guide is once again available:

http://www.cornellpress.cornell.edu/cup_detail.taf?ti_id=3339#author

The Johns Hopkins University Press

The Journal of Democracy has published a letter from Iranian dissident Akbar Ganji, paired with an essay on Ganji by Azar Nafisi, author of *Reading Lolita in Tehran*. A former revolutionary whose disillusionment with the Islamic regime led him to the reformist movement, and whose investigative journalism linked high-ranking officials with the murders of dissidents, Ganji has been jailed since 2000 on the charge of spreading propaganda against the Islamist government of Iran. More information on the *Journal of Democracy*:

http://www.press.jhu.edu/journals/journal_of_democracy/index.html

The New Press

Literature from the Axis of Evil, edited by Alane Mason, Dedi Felman and Samantha Schnee. This collection of fiction by authors in Iran, Iraq, North Korea, Syria, Cuba, Sudan and other countries, shedding light on how people live and what they are thinking in those crucial countries, was published in September 2006 in conjunction with *Words Without Borders*, an online magazine for international literature and a partner of PEN American Center.

Northwestern University Press

Cubanacan: Recent Writings from Cuba, edited and translated by Esther Whitfield and Jacqueline Loss. The project, bringing together twelve recent short stories written by young Cuban writers, is going forward. A publication date has not yet been set.

Random House

Iran Awakening, by Shirin Ebadi and Azadeh Moaveni. Nobelist and Iranian human rights lawyer Ebadi joined the suit against the OFAC regulations in October 2004, fearing that her memoir—an important story of a life and political development in contemporary Iran—would not be able to reach American readers. The memoir was published in May 2006:
<http://www.randomhouse.com/rhpg/catalog/display.pperl?isbn=9781400064700>

Scientific and technical publications

Numerous articles in periodicals such as *The American Journal of Cardiology*, *Chemical Physics Letters*, the *Journal of the American Academy of Dermatology*, the *Journal of Chromatography A* and *Tetrahedron Letters* (a weekly publication on developments in organic chemistry).

###

Minutes
Board of Trustees
American Mathematical Society
July 31, 2007

Members present: John B. Conway, John M. Franks, Eric M. Friedlander, James G. Glimm, Linda Keen (Chair), Donald E. McClure, Jean E. Taylor, and Carol S. Wood.

John Ewing sent information to the Board on Wednesday, July 25, about the contractor bids for improvements to the HVAC equipment at the Pawtucket printing facility and warehouse. That information is included as Attachment 1. The supporting information reports on the analysis of needs and on the bidding process. Pursuant to the approved procedures for a meeting by technical means, Secretary Bob Daverman initiated the call for such a meeting on Thursday, July 26. The call for the meeting was sent by email to the email alias bt-plusatams.org on the same day and the meeting was conducted by email. There is one item on the agenda.

Capital Expenditures – Approval of Specific Purchases.

Based on discussion with John Ewing and Linda Keen, Donald McClure made the following motion.

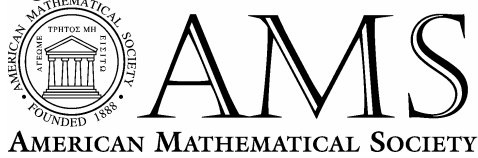
The Board of Trustees approves spending up to \$162,000 for the construction of the proposed improvements to the Pawtucket HVAC system.

The motion was seconded by Jean Taylor.

Discussion and voting were scheduled to end on Tuesday, July 31 at 8:00pm EDT in order to provide the required 3-day advance notice for actions by a meeting by technical means. All members had sent email votes by that time. The motion is passed unanimously.

Minutes prepared by Donald E. McClure
Secretary, Board of Trustee

For approval at November 2007 ECBT meeting



P.O. Box 6248, Providence, RI 02940-6248 USA
201 Charles Street, Providence, RI 02904-2294
Phone: 401-455-4000, Fax: 401-331-3842
www.ams.org

Date: July 20, 2007
To: Board of Trustees
From: Constance Pass (CFO) and Patricia Hickey (Facilities Manager)
Subject: Meeting by Technical Means – Pawtucket HVAC Capital Request

Summary

We are requesting that the BT approve the following capital request to improve the HVAC system in the Society's Pawtucket Facility. The bids we have received are good for early fall work, and it is necessary to start the work at this time so that all aspects can be finished before the heating season begins in earnest in southern New England (which can be as early as the middle of October or as late as the latter part of November).

We are recommending that the low bidder (Coldmasters) be hired for the work. Total costs for the entire project are expected to be as follows:

Engineering consultant – roof and structural capacity	\$ 2,500
Engineering consultant – scope of work, etc.	7,500
Coldmasters, Inc.:	
Printshop, bindery and distribution areas	123,000
Printshop offices, cafeteria and part of Pick area	21,000
Contingency reserve (5%)	<u>7,200</u>
Total estimated cost	<u>\$161,200</u>

The remainder of this memo provides more detailed information about the project. The selected bid from Coldmasters is available at <http://www.ams.org/ecbt/coldmasters-bid.pdf>.

Replacement of Pawtucket HVAC (heating/ventilation/air conditioning) Equipment

The majority of the HVAC equipment in the Pawtucket facility is original from the 1970s and has been retrofitted (air conditioning condensers added, burners converted from oil to gas fired, manual humidification units installed, ductwork extended, etc.) over the years. Over the years we have spent time and money repairing this equipment in order to maximize its useful lives. However, this is no longer possible for much of the equipment, and the current configuration and equipment capacities no longer adequately heat or cool the facility as it is currently being used by the Society.

In 2005 we hired a mechanical engineering to do an analysis of the equipment and recommend a replacement plan that would reduce the amount of maintenance, save energy and improve working conditions for our employees. This was done for planning and budgeting purposes.

In 2007 we hired a structural engineer (Odeh Engineering) to determine what, if any, replacement equipment could be installed on the building's roof or braced onto the structural supports of the building above ceiling level. After we obtained that information (which provided limiting factors), we hired a mechanical engineer (Wilkinson Associates) to review our 2005 analysis, design a cohesive solution for

all our needs as well as to develop the scope of work necessary to address all the issues above and the detailed specifications needed to obtain competitive bids. The work proposed consisted of:

- Furnish and install (2) Reznor gas fired furnaces with (2) 7.5 ton Trane condensing units in the pressroom and bindery area
- Furnish and install a 5 ton Trane condenser in distribution
- Furnish and install a Reznor gas fired furnace with a 10 ton Trane condensing unit for the printshop offices, cafeteria and distribution picking area
- Furnish and install a Draabe Biosafe humidification system for the pressroom and bindery
- Extending some ductwork on remaining air handling units in the warehouse to provide better air circulation, other demolition/ductwork for proper function of all systems.

The current equipment that is in sufficiently good shape to continue operating in the revamped HVAC system for the building consists of the following:

- Three furnaces in the warehouse area (one that is currently piped through to the printshop for warmth to make up for the unit that is broken will be reverted to warehouse use and walls, etc. patched). These units are not used as much as the units in the printshop/bindery, since they supply only the warehouse. Also, there is no exposure to corrosive chemicals in the air in this part of the building. Physical inspection of the units by our engineering consultant indicated reasonably good condition and no immediate need for replacement.
- Furnace and air handling unit above ceiling in Distribution will also remain, as these are functioning well. Only the condenser (AC) is being replaced for Distribution.

The original bid proposal package can be found at <http://www.ams.org/ecbt/hvac-bid-specs.pdf> . There were some minor changes to the original, mainly to have all equipment furnished by the contractor. This way they will be involved in any warranty issues we encounter with the manufacturers. Also, the main part of the proposal covers the Printshop, Bindery and Distribution area work. We requested that the work for the HVAC serving the Printshop office area, cafeteria and a portion of the Pick area be separately quoted (in case we decided to defer this portion to another year).

We received two bids and are recommending Coldmasters (lower bid) at \$144,000. The total for both types of engineering services is approximately \$10,000. The mechanical engineer recommends that we carry a 3%-5% (\$7,200) contingency amount for any unforeseen work. The budget for this project was set at \$130,000 (based on the 2005 preliminary study which did not include replacing the humidification system in the printshop). Had we foreseen this at the time the capital budget was established, the budget would have been set at about \$160,000.

It should be noted that while we had many qualified bidders interested in the project, our time frame for the work limited the response to only two companies that felt they could do the job without negatively affecting their other contractual obligations. Since the two companies were well-known in the community and had solid reputations for their work, and they had put a great deal of effort into preparing their bids, we felt it was inappropriate to alter the timing of the work in order to obtain more bids.

We would like to get the project approved as soon as possible so it will be started in early to mid September before the cold weather arrives to stay. The equipment has a 6-8 week lead time for delivery.

Minutes
Board of Trustees
American Mathematical Society
September 11, 2007

Members present: John B. Conway, John M. Franks, Eric M. Friedlander, James G. Glimm, Linda Keen (Chair), Donald E. McClure, Jean E. Taylor, and Carol S. Wood.

John Ewing sent information to the Board on Thursday, September 6, about the contractor bids for replacement of some sections of the carpeting at the Providence headquarters. Ewing's memo summarized the reasons for the request. A more detailed memo was also provided by Constance Pass and Patricia Hickey. That information is included as Attachment 1. The supporting information reports on the analysis of needs and on the bidding process. Pursuant to the approved procedures for a meeting by technical means, Secretary Bob Daverman initiated the call for such a meeting on Thursday, September 6. The call for the meeting was sent by email to the email alias bt-plusatams.org on [this item on the agenda](#).

Capital Expenditures – Approval of Specific Purchases.

Based on the recommendation forwarded by John Ewing, Donald McClure made the following motion.

The Board of Trustees approves spending up to \$215,000 for new carpeting in the Providence headquarters.

The motion was seconded by John Conway.

Discussion and voting were scheduled to end on Tuesday, September 11 at 8:00pm EDT in order to provide the required 3-day advance notice for actions by a meeting by technical means. All members had sent email votes by that time. The motion is passed unanimously.

Minutes prepared by Donald E. McClure
Secretary, Board of Trustee

For approval at November 2007 ECBT meeting

AMERICAN MATHEMATICAL SOCIETY

Date: September 5, 2007
To: Board of Trustees
From: Constance Pass (CFO), Patricia Hickey (Facilities Manager)
Subject: Carpet Upgrade for Providence Facility

Summary

We are requesting that the Board of Trustees approve the attached capital request to upgrade a large portion of the carpeting at the Charles Street facility. If the request is approved within the next week or so, the carpeting can be ordered and should arrive within a four-to-six week lead time. We estimate that the project can begin the middle of October and be completed by late November to mid December. Installation in some departmental areas may be deferred until after the JMM in January 2008 to accommodate their scheduling needs. Ultimately, we are *hoping* to substantially complete the project by the November ECBT meeting or at least have the majority of the carpeting done by this time.

We recommend that Lees Carpeting be installed by Pavilion Floors. The total cost for the project is \$205,457.33. Accordingly, we are requesting that the BT approve a budget for this project of \$215,000, which includes \$9,542.67 for contingencies and is \$15,000 lower than the amount budgeted.

This is not the lower of the two bids received (only two authorized vendors in the area elected to bid on the Lees product. The third submitted pricing only on the Milliken brand). The lower bid was for \$195,000.00, for a difference of \$10,457.33 (5.36% of the lower bid). We knew from the bidding process that the lower bidder was not experienced with the methodology of installation required (carpet over carpet using PermaLink in between the carpet layers), nor were they as experienced as Pavilion in using the ‘microlift’ technology (which avoids the complete breakdown and rebuilding of cubicles) to assist with moving items off the floor temporarily for laying of carpet tiles. As an example, Pavilion already owns the necessary equipment, while the lower bidder would have to rent the equipment if they were to be awarded the AMS job. We contacted the Account Executive for Lees Carpeting to inquire about his feelings about the two vendors and their relative abilities to do the job, as he has worked with both. His opinion was that while both are fine companies with fine staff that do very good work and have good reputations in the industry; if he were in our situation he would want Pavilion to do the installation. He based his opinion on their significant prior experience, both with the microlift technology and with PermaLink for carpet over carpet installation and the other bidder’s lack thereof.

The difference in price is *relatively* small and the total cost of \$205,457.33 remains under the budgeted amount. Using the more experienced, yet higher, bidder should avoid problems and aggravations for general and Facilities staff during the installation process. While we won’t know what problems we will have avoided by using Pavilion, if any, having confidence going into the job and a peace of mind about the outcome in terms of quality and ease of the process for all staff are intangibles that are valuable.

Below is detailed information about the project. We have also provided [the selected bid](#) and a [layout of the building](#). When viewing the layout of the building, please note that the areas *without* the red dots are the areas we are planning to have re-carpeted.

Carpet Upgrade for the Providence Facility

Most of the existing carpeting was installed during the renovations of 1994/1995. Small changes were made in 2002. Over the past twelve years the carpeting in the common areas of the north and south wings, including coffee service areas and the area just outside of the cafeteria, show various degrees of wear such as soiling, crushing, matting, fading, discoloration, de-lamination and edge ravel. The carpeting has become very difficult to clean. There is no backing or padding and the tile has a white background.

In January, we formed a carpet committee to provide guidance and advice during the selection of the carpet:

Dee Gallagher (*Human Resources*), Debby LaRoche (*Sales Administration*), Roxanne McGlynn (*Facilities*), Joanne O'Meara (*Administration*), Sheila Rowland (*Executive Director Dept*), and Peter Sykes (*Graphic Arts*).

We conducted sales presentations with three well-known manufacturers: Lees Carpets, Milliken Carpet and Shaw Industries, Inc. Below is a list of most our criteria and considerations for this project:

- Broadloom or carpet tile
- Weight/Density
- Backing
- Adhesive
- Cushion
- Coloration/Dyeing Method/Color Retention
- Fiber Content
- Electrostatic Propensity
- ADA Specifications
- Appearance Rating
- Mixing patterns in certain areas
- Initial costs and any recurring costs
- Stain Resistance
- Thermal Characteristics
- Durability
- Maintenance
- Warranty
- Non-profit Pricing Program

Through these presentations, our many meetings and conversations, we unanimously concluded that Lees Carpets would provide the best-fit solution for the AMS. All of the manufacturers provided bids in accordance with our Request for Proposal specifications; however, this

manufacturer met or exceeded every one of our requirements, as well as provided additional 'nice to have, but not a must have' benefits.

The following are some of the more significant reasons that Lees Carpets was selected:

- Antron Legacy, 2'X2' yarn dyed nylon modular carpet tiles. The smaller size is less cumbersome than working with 3'X3' tiles, which is what Milliken offers. Broadloom would not be feasible, especially in cubicle areas
- A fiber which is a round type 6,6 nylon that when vacuumed, pulls all of the dirt out of the fibers. Shaw has a type 6 which is trilobal shaped. It is susceptible to crushing, matting and staining. It would de-laminate, have edge ravel and tuft bind loss over time. When wet, it would fall apart. New technology in the carpet industry has evolved into a superior type 6,6 fiber
- A type 6,6 fiber is tighter and harder to crush providing good weight and density
- A Unibond PVC backing - No liquid penetration, will never fall apart, mold or mildew and has a lifetime non-prorated warranty
- A carpet over carpet installation using PermaLink (rolls of releasable adhesive)

With a carpet over carpet installation our current tile can stay in place and act as a cushion. Rolls of PermaLink would be installed over the existing tile, followed by the new tile. This would give an excellent "R" value, especially to the north wing where, in the winter, the floor temperature can be up to six degrees colder than the south wing due to the open air garage underneath. Another advantage of carpet over carpet is the reduction in leg/back fatigue while providing additional comfort. Milliken does not offer carpet over carpet installation.

This type of installation provides other benefits such as no removal of existing carpeting, causing airborne particulates and dust, carpet removal and disposal costs, reduction in total installation time and cost of installation, lower facility downtime, fewer materials to landfills, and less employee disruption, to name a few.

- Easy installation - Lift (low impact flooring technology) System where cubicles stay in place with file drawers and flipper files intact (emptied)
- An adhesive called PermaLink which is Green Label certified and VOC (volatile organic compounds) free
- A Thermobond Cushion (Premium polyvinyl chloride) which is completely recyclable. Milliken's cushion is polyurethane which would flatten over time and lose "R" value. The cushion is easily pulled apart. Polyurethane must be burned which is damaging to the environment
- An excellent color retention (light fastness) which has a 10 year industry standard warranty
- A product that meets ADA requirements for where transition strips will be used at some doorways
- A pattern and color that was unanimously selected by all committee members and one that will work well with our existing environment. The pattern is a "running line item." It would always be available to us if needed
- DuraTech soil protection which is lifetime permanent stain resistance

- Excellent durability – Antron Legacy is ideal for heavy traffic
- An easy, environmentally safe, cost efficient maintenance program using a hot water extraction cleaning process twice per year. The carpeting resists 99% of all stains (we tested red wine and other difficult stains ourselves – they came out with water). Milliken recommends a dry cleaning method which is what we currently use and will continue to use in some of the areas not being re-carpeted. This is costly and the fine diatomaceous powder irritates some employees.
- A lifetime non-prorated single source warranty. If anything were to happen to this carpeting i.e., edge ravel, tuft bind loss, delaminating, stain or discolor while on the floor it would be replaced at no cost to us, unless it is ruined by a chemical or has not been maintained according to the manufacturers recommendations
- A non-profit pricing program

After choosing Lees Carpets, a design consultant visited the facility to guide us with pattern layout, design and color. We are very happy with their suggestions.

Purchasing then performed thorough reference checks both on Lees, the manufacturer, and the selected installation vendor. All of the reference checks provided positive feedback. Businesses interviewed that have used Lees Carpeting would choose Lees again and the installer comes highly recommended.

Included in the purchase of the carpeting will be 1% attic stock in the event the carpeting becomes damaged in some extreme way.

If this project is approved it will take place after the summertime flex schedule. It will require Departments to be on a four 10-hour day work week schedule during the installation phase in their specific area of the building. We realize this will be inconvenient for some people; however, it should require only a few groups to adjust their schedule for two weekends in a worst case scenario. We will work with departments to come up with a schedule that is suitable for all involved. We anticipate six to seven weekends (Friday, Saturday, and Monday) for the completion of the project. Installation in some departmental areas may be deferred until after the JMM in January 2008 (Meetings, Member and Professional Services) to accommodate their scheduling needs.

FUTURE OF FOUR-COLOR PRINTING AT THE AMS.

Since inception, the AMS Printing Department has been almost exclusively dedicated to producing black and white printed material. The “workhorse” for producing this work are Miller presses: black and white, perfecting (two-side printing), sheet fed presses capable of printing 16 pages on one plate. We acquired our first Miller press in 1981, the second in 1997 and the third in 2000, all purchased as used equipment. These presses continue to provide a high-quality output at a very effective price per page.

As the book and journal program expanded during the late eighties, we added a one-color press to our operation. In 1987, we purchased the Shinohara, a non-perfecting, single color press, capable of printing 8 pages on one plate. The Shinohara, purchased new, was principally acquired to print single color journal covers and the small number of two-color covers then required by the book program. The Shinohara continues to efficiently produce our journal covers even with the limitation of being a single color press.

The publishing program, in particular the book program, has expanded significantly since the Shinohara was purchased in 1987. Twenty (20) new book series have been introduced since 1987, many of which have complicated multi-color covers. These more complex covers are not easily printed on the Shinohara. Over the past few years we have been forced to move more cover work to outside vendors due to the increased volume of cover work combined with the inefficiency of the one color-press.

Until recently we have been successful in expanding the book program without a need for color within our publications. However, authors are becoming more proficient with publishing tools, in particular in the area of graphics, so we predict the requests for color publications will increase in the coming years. In the past, color requirements have been restricted to one or two signatures which are printed outside and returned to the AMS for binding with the black and white pages printed in our printshop. Increasingly, authors are demanding that we produce publications with color throughout the book. The competitive nature of book acquisition requires that we meet this author demand, particularly with our monographs. With our current capacity for color printing, any book with unrestricted color must go to outside printers. Over the past decade there has also been an increase in outsourcing of promotional printing for the expanding publishing program as well as for public awareness and membership promotion. We project that the demand for color printing to support promotional activities will continue to increase.

Outsourcing of printing work has always been part of our operation and regardless of what we do regarding our capacity for color printing in our own shop, we will continue to outsource. The special requirements of publications with extremely high print runs such as the *Notices* and *Bulletin* or publications with particular paper requirements like *Math Reviews* are printed more economically under contract with outside vendors.

Over the past year we have been discussing our current and future printing requirements to determine if we are properly positioned to address the Society’s printing needs. We have begun to examine the cost associated with expanding the Printing Department in the area of color. At the same time we are evaluating the future impact of continuing to outsource color printing in the years to come. Further in this attachment is a report from Printing Department Manager, Don Proulx, recapping his preliminary survey of the type of color press we would require to address a good portion of the color work currently outsourced. We are also working to better understand financial and logistical implications of continuing to address the majority of our color printing needs through outsourcing. We anticipate updating you on our efforts in the spring of 2008.

Beth Huber (10/07)

INTEROFFICE MEMORANDUM

TO: BETH HUBER
FROM: DON PROULX
SUBJECT: 4 COLOR PRESS MARKET OVERVIEW
DATE: 10/31/2007

Over the past several years I have been monitoring the cost of outside printing, getting figures from Michelle Ogilvie. In 2006 the AMS paid approximately \$170,000.00 to outside vendors for multicolor printing, and this number continues to climb. This work consists of flyers, sales brochures, newsletters, covers and color pages added to books printed in-house. It is my belief that this work can be brought in-house with a \$600,000 capitol investment in printing and bindery equipment. The main benefits to the AMS are as follows:

- Reduce lead times
- Improved quality
- Improved productivity
- Greater internal control

An investment of this magnitude using the number of outside cost from 2006 would be as follows;

\$170,000.00	Reduced Outside Cost
\$55,000.00	Cost of paper, ink, plates (estimated cost using 1/3 of outside cost)
\$00.00	Cost of labor
<hr/>	
\$115,000.00	Total annual Savings

Making the ROI on the capitol investment in less than 6 yrs.

I would like to point out that the last major Press Capitol, was the Miller Presses and they have given us 25 + years of production. This investment will offer us the same ROI as this equipment is of equal value in terms of machinery quality and reliability.

At this point I would like to let you know what I have been doing the past several months to investigate this project and hopefully get you to understand were I am at now.

In October of 2006, Pat Hickey, Steven Moye and I attended the Graph Expo in Chicago where we could get a look at all the machines in one setting. We were not disappointed and came away with more knowledge at the conclusion of this trip. We actually came away with knowledge on 5 different pieces of equipment that could certainly serve our needs in the area of color printing, and for the past several months I have been looking more intensely into this at local Print Shops in the area. Following is a description of the machines considered.

MAN-ROLLAND

This equipment is certainly top of the class in printing machines in the industry. They took us out to their facility in Chicago to see the ROLLAND 500 running. They believed that although the 500 was more than we needed, (as they were proposing a Rolland 200,) we would still get a lot out of seeing this machine in action. Basically it's the same as the 200 with a lot more of the bells and whistles.

As it turns out, the Rolland 200 doesn't perfect and they don't have a machine in this class that does. This we found out when we returned as we were told otherwise at the time. They claim that they will have a perfector in this class in another 2 years. The Rolland 500 is a perfector, and does all we want and much more but at a price tag of over \$1.3 million even they admitted this was not justifiable.

SAKURAI-OLIVER 475 SDP

This was another press we seen at the show in Chicago and we were somewhat interested in as it fit our needs in size and ability to perfect. I was not as familiar with it as I felt I needed to be. Pasquariello Graphics, Inc. contacted me and we set up a time when I could go see a shop in Stoneham Mass. that was running 3 of them.(1 six color 1 four color and 1 was a two color). Scott and I went there and spoke with the owner of the company and the pressman. When we were done we did not have a good feeling about this machine for several reasons.

- Jimmy Faiola, the salesman was an independent and was in fact not working as an employee of Pasquariello Graphics but was selling the machines for them when an interested party inquired. He basically works for himself, although claims that he is putting together a company that will strictly sell these machines as well as service them. I had a bad feeling about this.
- When we spoke with the pressman without the salesman around, they were not too high on the machines, one suggested that he would much rather run a Komori which he had in the past.
- The cost was much higher than what I felt it should be in standing with other presses in its class.
-

Basically, at a price tag of \$725,000.00, and a service staff not yet hired or trained and a middle man we were not quite sure who he was selling this machine; I am not recommending this machine.

HEIDLEBERG-SPEEDMASTER CD-74

Heidelberg was at the show with there usual line of equipment running, we didn't spend a lot of time there as I am familiar with what they have. Scott and I attended an open house at PDQ in Middletown, RI. before I went to Chicago they had just purchased a 14x20 press from Heidelberg.

As expected, we were impressed with their equipment as they are one of the top presses in the industry. Their machines will certainly do all that we ask of them and then some, but with that comes a very high price tag. Also, their support and service is very expensive. I had a chance to speak with the owner of this shop and asked him why he went with this machine, he told me that

it was between Shino-Hara and Heidelberg and he felt that the name would help him in selling his company as Heidelberg is a well known press and Shino Hara doesn't have the same name recognition. Name recognitions means little to me or to the Society were as the presses are concerned. They prepared a quote for me for the Speedmaster CD-74 and came in at \$1,042,865.00

Personally, not a machine I would recommend for the price.

SHINOHARA 75 VP

As you know we are very familiar with the Shinohara presses as we have been using a 1 color for many years, and had a 2 color perfecter as well. This press intrigues me as it fits all of our needs in size and perfecting. It appears that the quality it can produce as well as quantity fit our needs well. There are no 75 VP's in the area so I have not yet gone to see one operating, nor have I spoken with operators. Should this project continue going in a positive direction I would need to fly out and see these presses in action, as well as speak to people who are using them before I could conclusively recommend one. Never the less I believe this one is a good fit for the shop going on what we know from the machines we have used in the past. The positives are as follows:

- Maximum paper size is 23x29 this would allow us to produce 8.5 x 11 6-up. For promotional pieces
- Pressman is fairly familiar with machine
- Paper size allows us to use this press to print text black and white when its not busy running promotional pieces allowing us to continue to have a back-up to the Millers
- Plate changers allowing for optimal print time. Pressman will not be spending a lot of time mounting plates as they are mounted automatically.

One negative with this press, the lack of a presence of Shinohara's in this area. I have had extensive talks with them and have been assured that service in this area, out of Maine is very good. But this is something I need to investigate further. I should point out that there are Shinohara's in the area, just not the one being proposed. I should also point out that our single color has not had a service call in close to 5 yrs and that was only for replacement chains. The price tag on this machine; \$510,000.

They claim to be giving us a credit of \$115,000.00 for our used equipment (Miller 3 and the single color Shinohara) but I was informed that should we sell them before the new press is brought in, the Society could keep the money. In other words they don't want the used equipment.

KOMORI-SPICA 29

Yet another machine we learned about at the show in Chicago. Komori takes a back seat to no one; this machine has everything we were looking for except size. When we returned we traveled to 3 different shops to see the Komori's running. The first was a local shop we have used in the past, Colonial Printing. Ray Mena spoke with us about the Komori presses as he has become strictly a Komori shop; he feels there is no better deal. Ray has taken his little print/copy shop and transformed it into an extremely successful large print manufacturer in RI. Ray was running much bigger machines than what we were interested in but we wanted to get a feel from him as

to how well the machines run and how well service could be counted on. Both rated high with him.

The 2nd shop we visited, Red Sun, just outside of Boston had been running the Spica 29 (which is the one we are looking at) for just about a year now and they claim they love it. They are also running a Komori 2 color and have for years. What was impressive about this shop is how small it was and how they got that machine to fit in there without breaking down walls. (It has a very small footprint for a 4 color machine) the running console is actually mounted on the back of the machine for better space management.

The 3rd shop we visited, ExecuPrint, in Holbrook, MA had this machine on their floor for approximately 5 months and was very happy with the quality and make-up of this machine. They went from a 2 color Komori Lithrone to the Spica 4 color.

Asking price on the Spica. \$714,230.00 – trade-in of Miller3 and 1 color \$556,341.00

Obviously the prices given were ones quoted to me upon request, I am quite sure that should we ask Patty Hickey to get involved the prices would look much different. I know that Shinohara would really like to get a machine in here and I am sure they would give us a better price once we start getting serious. The other positives on either of these machines;

- Either the Komori or the Shinohara would fit were the Miller 3 presently sits, there would be no space constraints.
- There would be no additional staff required
- All of the covers we presently do on the single color press would be moved over to this machine and completed in 1/3 or less time than it presently takes us now on the single color.
- The press will not always be running color allowing us to move over the black text work and perhaps ease some of the load off the older Millers.

The next stage of this report could be called plan B. This is where we would go looking for a used press on the market. This would automatically eliminate the Komori Spica as this press is only 2 years on the market. I have seen used Shinohara's on the market as well as lots of Heidelberg's. In fact just recently I found a 2002 Shinohara 23x29 on the market for \$247,000.00.

These presses are not easily found but they are out there, it would require that I be ready to travel to where ever the machine might be to get a look at it running. It is my belief that we could get a used machine for under \$300,000 .I would like to add that I wouldn't really want anything in here older than a 2000 if at all possible. I also can't see paying more than \$300,000. for a used press when the Shinohara is out there brand new at \$500,000.or less.

The last piece of information that actually needs to be considered regardless of what direction we go, (new or used) and that is the bindery piece. We don't presently have a booklet maker or a coater for all of the promotional pieces. In speaking with the salesmen and checking the magazines I believe we can get a pretty good used booklet maker in here for \$30,000 or under. A brand new coater would cost approximately \$60,000.00 and new is the only way to go here as I

would use this coater to replace the laminator we are using on our book covers now. This new coater would be used instead of a lamination with the advantage being 2 fold.

- Cost, it cost pennies to coat the covers and promotional pieces opposed to about .10 each for laminating.
- I have been told that a purchase of a UV coater would help us solve the problem we are presently having with covers fading. As this coating protects against UV rays which are the cause of the fading books.

We can also go about this without the bindery piece for perhaps the first year, we can simply do all the printing here and send out that which needs outside bindery work.

This would in fact slow down the absorption of all this added work in-house.

Clearly there appears to be a few directions we could head in that would in fact help us as a Society control cost presently on the up-swing. I am very confident with this proposal, I believe that the future of the Print Shop is now and this piece of equipment would bring us on par with the larger more updated print facilities, allowing us much more control over all of our printing needs.

BOARD OF TRUSTEES STANDING COMMITTEES

Highlighting indicates where attention is needed.

AGENDA AND BUDGET COMMITTEE

(as of February 1, 2008)

James Glimm, Chair (ex officio - President)
Robert Daverman (ex officio - Secretary)
John Franks (ex officio - Treasurer)
Eric Friedlander (ex officio - Chair of BT)
Donald McClure (ex officio - Associate Treasurer)

AUDIT COMMITTEE

(as of February 1, 2008)

John Franks, Chair (ex officio - Treasurer)
John Conway (ex officio – third-year Trustee/incoming Chair of BT)
Eric Friedlander (ex officio - Chair of BT)
Donald McClure (ex officio – Associate Treasurer)

INVESTMENT COMMITTEE

(as of February 1, 2008)

John Franks, Chair (ex officio - Treasurer)
Linda Keen (term expires January 31, 2008)
Henry Laufer (term expires January 31, 2010)
Donald McClure (ex officio - Associate Treasurer)

LIAISON COMMITTEE

(NOT REALLY A BT COMMITTEE, BUT LISTED HERE FOR CONVENIENCE)

(as of February 1, 2008)

James Glimm, Chair (ex officio - President)
Robert Daverman (ex officio - Secretary)
John Franks (ex officio - Treasurer)
Eric Friedlander (ex officio - Chair of BT)

SALARY COMMITTEE

(as of February 1, 2008)

John Franks, Chair (ex officio - Treasurer)
Donald McClure (ex officio - Associate Treasurer)
Eric Friedlander (ex officio - Chair of BT)

EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES STANDING COMMITTEES

LONG RANGE PLANNING COMMITTEE

(as of February 1, 2008)

James Glimm, Chair (ex officio - President)
Sylvain Cappell (ex officio - third-year member of EC)
Ruth Charney (ex officio - second-year member of EC)
Robert Daverman (ex officio - Secretary)
John Ewing (ex officio - Executive Director)
John Franks (ex officio - Treasurer)
Eric Friedlander (ex officio - Chair of BT)

ECBT NOMINATING COMMITTEE

(as of February 1, 2008)

John Conway, Chair (ex officio - third-year member of BT)
Sylvain Cappell (ex officio - third-year member of EC)
Hema Srinivasan (ex officio – Chair of Council Nominating Committee)

NOTE: When the position of Secretary is under consideration, the Treasurer is a member of this Committee. When the position of Treasurer is under consideration, the Secretary is a member of this Committee.

TRUSTEE ASSIGNMENTS TO POLICY COMMITTEES

COMMITTEE ON EDUCATION

Linda Keen (term expires January 31, 2008)

COMMITTEE ON MEETINGS AND CONFERENCES

Carol Wood (term expires January 31, 2008)

COMMITTEE ON THE PROFESSION

Jean Taylor (term expires January 31, 2008)

COMMITTEE ON PUBLICATIONS

Eric Friedlander (term expires January 31, 2008)

COMMITTEE ON SCIENCE POLICY

John Conway (term expires January 31, 2008)

TRUSTEE LIAISON ASSIGNMENTS TO DIVISIONS FOR 2008

Division (Director)	Board Liaison
Human Resources (Tammy Walsh)	
Administration (Gary Brownell) Electronic Products Development Management Information Systems Systems and Operations	John Conway John Franks Eric Friedlander
Finance (Connie Pass) Facilities and Purchasing Fiscal	John Franks Don McClure Jean Taylor
Mathematical Reviews (Kevin Clancey) Administration Associate Editors Bibliographic Services Copy Editors Production Reviewer Services Slavic Languages Systems Support	Don McClure Carol Wood
Meetings and Professional Services (Ellen Maycock) Meetings and Conferences Membership and Programs Public Awareness	Linda Keen Carol Wood
Publications (Beth Huber) Distribution Member and Customer Services Printing Production Promotions Sales Administration	Eric Friedlander Linda Keen
Editorial (Sergei Gelfand) Acquisitions	
Washington Office (Sam Rankin)	John Conway Jean Taylor

AMERICAN MATHEMATICAL SOCIETY

Summary of Investment Committee Agenda - Oct 12, 2007, Meeting

This summary is organized according to the item numbers in the Investment Committee Agenda.

1. 1. Performance review. For the eight months ended August 2007, the total return was 4.3%. Most of the accounts performed reasonably close to their benchmarks. Frontier Capital Management and Cohen and Steers trailed their benchmarks.

2. Asset allocation. The current allocation policy is:

Equity investments (including foreign equities)	65%-85% of total.
Foreign equities	Up to 10% of total.
Alternative investments (including emerging markets)	Up to 10% of total.
Fixed income	15%-25% of total.

As of the August 31, 2007, the portfolio conforms to the current allocation policy.

- 3. Allocation to Foreign Equities.** At the May meeting, the Investment Committee asked staff to provide some information about how much of an allocation to foreign equities is reasonable. The agenda included an Exhibit 5, which was a short discussion and an article from Vanguard on the subject. They are included with this report. The Committee took the following actions:
- The Committee recommends to the Board of Trustees that the allocation to foreign equities be changed to “up to 25% of total equities”.
 - The Committee decided that if the allocation policy is approved by the BT, this change should be implemented by transferring \$4,500,000 from the Fidelity Total Market Fund to the Fidelity International Index Fund, which will bring the actual allocation to foreign equities to about 20% of total equities.
- 4. Exposure to Foreign Currencies.** At the May meeting, the Investment Committee asked staff to provide some information about exposure to foreign currency and foreign sales, in relation to the previous question about allocations to foreign equities.

Staff reported that nearly all of products we sell are denominated in US dollars. The major exception to this rule is sales to Oxford University Press (OUP), where pricing is in pounds, based on US list price at the time of publication. Because of this, the Society is not exposed to direct losses caused by currency fluctuations, except for the minimal OUP exposure.

- 5. Changes at Frontier Capital Management.** Frontier is changing how many of their portfolios are managed. They are moving away from the traditional portfolio manager model (where investment decisions are made or approved by a single manager) to a model they refer to as a “research portfolio”, where a team of research analysts is much more involved in investment and sector weighting decisions. Representatives from Frontier explained the change in detail.

The Committee concluded that Frontier should be maintained for another year, assuming no increase in their fee.

- 6. Spending Rate and Spendable Income.** The current spending rate is 5%. The next scheduled review of spending rate by BT is May 2012. Spendable income from the various long-term investment pools for the 2008 budget is expected to be:
- \$1,039,300 from the Operations Support Fund
 - \$164,949 from endowments whose income is restricted
 - \$311,225 from endowments whose income is unrestricted.
- 7. Agenda for May meeting.** Henry Laufer suggested that an appropriate allocation to hedge funds would be about 5%-10% for long-term investments such as those of the AMS. The Committee asked that a report on hedge funds be prepared for the May meeting. Henry offered to assist staff in preparing this report.

Exhibit 5

At the May meeting, the Investment Committee asked staff to provide some information about how much of an allocation to foreign equities is reasonable. It turns out that Vanguard has a recent article on just this subject. Below is the executive summary:

International Equity: Considerations and Recommendations

Executive summary

International equities currently account for about 50% of global market capitalization, representing a sizable opportunity beyond U.S. borders. Over the past 36 years, returns and volatility have been similar across developed markets. Over the same period, however, international stocks have served to diversify portfolios focused on U.S. equities, reducing average volatility.

Despite the size and potential benefits of international markets, some U.S. investors have been slow to venture abroad. According to various market surveys, international equities represent only approximately 11% of the typical institutional plan sponsor portfolio. This relatively low allocation may reflect concern about the risks unique to international investing, including: (1) the perceived higher risk of foreign markets, (2) the impact of currency volatility, (3) increasing global correlations, (4) higher investment costs, or even (5) aversion to short-term underperformance relative to domestic markets. We weigh these risks against the potential benefits and conclude that:

- International stocks should be included in a domestic portfolio.
- Empirical and practical issues suggest a starting allocation to international stocks of 20%, with an upper limit based on the proportion of the global market they represent.

The Society's current asset allocation policy is:

Asset Class	Allocation Range
Equity investments (including foreign equities)	65%-85% of total
Foreign equities	Up to 10% of total
Alternative investments	Up to 10% of total
Fixed income	15%-25% of total

The actual allocation to foreign equities as of July 31 was 8.9% of the total long-term portfolio, or 11.8% of total equities. The Vanguard article suggests that allocation between 20% and 40% would make sense for most investors.

We recommend that the asset allocation policy be modified as follows:

Asset Class	Allocation Range
Equity investments (including foreign equities)	65%-85% of total
<i>Foreign equities</i>	<i>Up to 25% of total equities</i>
Alternative investments	Up to 10% of total
Fixed income	15%-25% of total

We also recommend that the investment in the Fidelity international index fund be increased to about 20% of total equities by transferring \$4,500,000 from the Fidelity total stock market fund.

New Conference Room in Ann Arbor

I have some good news and some bad.

The good news is that the new conference room (and surrounding area, including mail-room, work space, and remodeled hallway) look spectacular. The workmanship was high-quality throughout, the project was carried out without major interruptions, and everyone who did the work, from contractor to architect, was a pleasure to work with. The new room was "dedicated" on September 19 and used shortly afterwards for the Math Reviews Editorial Committee, which met at the end of September. It is used regularly now for various staff meetings at MR, and it's been a real boost to morale.



Now for the bad news ...we are going to be over-budget, that is, over the amount authorized by the Board in April 2007. I am therefore returning (crawling back to?) the Board to ask you to authorize an increase in the authorized amount.

When you approved the expenditure in April of this year, the capital request consisted of the following:

(i) Basic contract	\$191,300
(ii) Extra cabinets	\$5,000
(iii) Contingencies	\$10,000
(iv) Architect +	\$19,000 (estimated maximum)

That totaled to 225,300, and the Board "rounded" this to an authorization for \$230,000.

At that time, you also separated the cost of furniture, originally estimated at \$20,000, from the capital request, which gave staff the freedom to purchase this without Board authorization.

Because there is still some finishing work being done (a fire-door, replacing a white-board, etc.) we do not have final invoices from all parties at this time (October 31), but here are the best estimates we have at the moment.

(i) Basic contract	\$191,300.	This should be exactly on target, but because we hold back 10% on all payments, we will not have a final amount until completion of parts of the project
(ii) Extra cabinets	\$4,966.	Slightly under the estimate; this is final.
(iii) Contingencies	\$9,572.	This included some unexpected asbestos removal, some extra carpeting (because of that work), upgraded hand-rails. It is an estimate because a new fire-door is still to be installed, but quite likely will be under the budgeted amount.
(iv) Architect	\$29,123.	This is final.
Total	\$234,961.(est)	

Clearly the Architect's fee was considerably over the original estimate. There are several reasons for this, including our request for a redesign of the room when the first design appeared to be too expensive. The major reason, however, is the work done by the architect (Lincoln Poley) in overseeing the contractor's work. He was in a very real sense the manager of the project, and although staff in the Ann Arbor office interacted directly with the contractor on many occasions, the architect was available to make decisions, provide advice, and approve payments at every stage.

When the architect originally outlined his work in early 2006, he estimated his fees in the range of \$13,500-19,000. When I brought the approval forward to the Board in March 2007, I used the maximum figure as an estimate of these costs. I did not initially include

these costs in the project itself. When they *were* included, I should have re-estimated the expense (since they were already near the maximum figure). I did not.

Every extra dollar spent on Lincoln Poley's work was money well spent -- he was spectacular in every way and most likely saved the Society extra expense.

The Board needs to authorize a change to this capital expense. Specifically,

I am requesting that the Board of Trustees authorize up to \$237,000 for the MR Conference Room project, as described in the original capital request.
--

This should cover all possible contingencies.

I should also report that the furniture costs (tables, chairs, and blinds) totaled \$16,836. Most of this expense was for the three tables, which were custom built for the room. This brings the total spent on the renovation and furniture to just slightly under \$252,000.

It is interesting to note that the AMS purchased the building in 1984 for \$204,000. ¹

John Ewing

¹ Although the AMS also spent nearly \$800,000 more on renovations.

Determining the 2009 Individual Member Dues Recommendation to the Council

The Guidelines.

In May 2004 the Board of Trustees approved, and the Executive Committee recommended to the January 2005 Council, a new procedure for setting dues each year, replacing the (almost) automatic formula that was used for many years by a procedure based on a set of principles for setting dues. The new procedure was approved by the Council and was first used in setting dues for 2006. The procedure requires beginning the process of setting dues slightly earlier than before. To change the dues rate for year X+2, the discussions must begin in year X.

- In November of year X, staff makes a recommendation about dues, following the principles described below. The ECBT recommends a dues rate for year X+2 to the Council.
- In January of year X+1, the Council reviews the ECBT recommendation and sets the dues rate for year X+2.
- In May of year X+1, the Board of Trustees approves the dues set by Council.

The process for setting dues is meant to be guided by the following principles.

Principle 1: The total revenue from individual dues should exceed the total net direct costs of the following membership related areas: privilege journals, members-only services, membership development, membership administration and governance, as reported to the Board of Trustees.

Principle 2: When an increase in dues rates is deemed to be appropriate, the following factors should guide the Council and the Board of Trustees in establishing the new dues rates:

- The current rate of inflation.
- The recent rate of growth in faculty salaries.
- The rate of growth in the net direct costs of the membership related areas listed in Principle 1.

Principle 3: A single increase in dues rates substantially beyond the level of the factors listed in Principle 2 should be avoided in favor of several successive moderate annual increases.

Analysis.

The dues rate for 2008 was increased from the 2007 rate by \$4, to yield dues of \$160/\$120 (high/low). The table below provides the information required under Principle 1. It includes actual results for 2001-2006, projected results for 2007, budgeted results for 2008 and an estimate of 2009 results assuming no increase in dues, a \$4 increase in dues and an \$8 increase in dues.

Prior to the change in the process of setting dues, the net difference between dues revenue and net direct costs of membership had decreased approximately 48% in five years, from \$569,000 in 2001 to \$298,000 in 2005. This net difference is budgeted to decrease another \$269,000 by 2008, to \$29,000.

When evaluating the following information, it should be noted that with the exception of 2005, the differences between the actual and budgeted amounts in the relevant accounts have consistently resulted in a *smaller* net excess, and given the components of the revenue and the costs, it is not unusual for the difference between budget and actual results to be in the \$30,000-\$50,000 range.

The estimates for 2009 are based upon the assumption that the current upward pressure on costs will continue, which will be felt by the Society primarily in personnel costs, the costs of printing and distributing its paper products, and in travel. A 1% decrease in the rate of cost increases reduces the net direct cost of memberships in 2009 by 22,000. *Bulletin* and *Notices* revenues are assumed to remain at 2008 levels, which is consistent with recent history.

If dues are held constant again in 2009, the net difference is estimated to be a negative \$67,000. This option does not meet the requirements of Principle 1.

If dues are increased \$4 in 2009, the net difference between dues revenue and net direct costs of membership is estimated to be a negative \$33,000. This option also does not meet the requirements of Principle 1.

If dues are increased \$8 for 2009, the net excess is estimated to be \$2,000, which is essentially a breakeven result. This is consistent with the requirements of Principle 1, but is not consonant with Principle 3.

Dues Revenue and Net Direct Cost of Membership Activities (1,000's)

Year	Dues Revenue	Net Direct Costs of Memberships	Net
2001	\$1,413	\$844	\$569
2002	1,387	960	427
2003	1,367	1,042	325
2004	1,318	1,106	212
2005	1,345	1,047	298
2006	1,355	1,170	185
2007 Projection	1,364	1,284	80
2008 Budget	1,366	1,337	29
2009 Estimates			
no dues increase	1,366	1,433	(67)
\$4 increase	1,400	1,433	(33)
\$8 increase	1,435	1,433	2

Explanatory Notes:

Membership Activities under Principle 1 are:

- a) *Notices & Bulletin*,
- b) Membership development and administration, and
- c) Governance

The amounts are taken directly from the B-Pages, pages 6 and 8, as presented to the ECBT. The estimate for 2009 assumes a stable membership and increases in net direct costs from the 2008 budget of 4% (personnel related) to 6% (paper, outside printing, mailing costs, travel costs). Actual and projected results have been close to budgeted results in prior years.

Principles 2 and 3 describe the factors to be taken into consideration for the determination of the amount of a dues increase. Staff considered the economic data related to growth in faculty salaries and general inflation, shown in the chart at the end of this attachment. The data on salaries relate to the general ability of members and potential members to pay dues with total personal income. It seems prudent for a membership organization to increase dues at the same or slower rate than its members' salaries increase. If the dues are held constant in 2009, the cumulative increase in dues since 1997 lags the salary increase (in the AMS survey) by about four and a half years. If dues are increased by \$4 the lag is between three and four years. As of the end of 2006 (the last year of actual data), the cumulative dues increase lags the salary increase by about three and a half. Similar results are seen if one uses the AAUP salary data, although the lag time and differences in the cumulative increases are about six months less than the results using the AMS survey.

The data on inflation relate to the ability of members and potential members to pay dues from discretionary income. Again, it seems prudent for a membership organization to maintain the cumulative increase in dues in line with general inflation in the absence of any significant

financial needs. If one assumes an annual inflation rate of 4.0% for 2007 and 2008 and 3.8% for 2009, and an increase of \$4 in dues for 2009, the cumulative increases for the dues lags CPI (using 1997 as the base year) by a little over a year in by 2009. It should be noted that dues for year X are generally paid by members in the last quarter of year X-1, so the inflationary effect of dues on discretionary income felt by the individual member is likely somewhere in between the cumulative increase of year X (dues paid during dues year) and X-1 (dues paid in advance).

Finally, staff looked at the overall financial health of the Society to determine if there were any additional planned or foreseeable financial needs to raise dues in 2009. While revenue has remained somewhat flat over recent years, the Society has been able to maintain positive net operating income. Spendable income from the Operations Support Fund should increase significantly over the next three years, as the base years used in the calculation roll forward and the full effects of the recently adopted changes to the post-retirement health benefit plan and reserve fund policies are felt (May 2006 BT). We also expect inflationary pressures to increase costs to the Society significantly over the next few years. However, these two factors should balance each other out and we expect operating income will remain positive in the near-term.

The cash flow needs of the Society are also important to consider for a full understanding of its financial health and near-term future needs. The Society has been since 2006 and will continue to be in an 'investing mode' through at least 2009. These investments are meant to provide the Society with the same strong, flexible infrastructure it achieved at the outset of the 1990's for the second decade of the third millennium. The mechanical heating and air conditioning systems in its Rhode Island facilities have been replaced, the Michigan facilities have been partially renovated, roof and carpeting replacements are planned for the Providence facility, and its computing software for business and financial activities will be replaced. New, modern equipment for the printshop has been purchased, and this may continue. These internal investments have and will continue to require significant amounts of cash-on-hand. The cash needed to fund these planned expenditures will have to come from increased cash inflows from operations (increased net revenues that also provide increased net cash inflow), use of operating investments (which will lower the working capital ratio) and/or use of board designated reserve funds (which would require liquidation of a portion of the long-term investment portfolio).

Principle 3 states that small increases in dues over time are preferable to a large increase in any one year. Although an increase of \$8 in dues for 2009 is the only option that is in accordance with Principle 1 under the assumptions outlined above, it is a significant increase not seen in over two decades. Without regard to the requirements of Principle 1, staff do not believe that the Society's current financial condition warrants such an increase, as there are expected to be sufficient liquid assets available to fund the Society's expected internal investments as preliminarily planned over the next 2-5 years, without having to touch reserve funds.

Staff Recommendation for 2009 Dues.

The decision regarding 2009 dues comes down to a balancing act between the provisions of Principle 1 and Principle 3. Principle 1 precludes holding dues steady for 2009 at the 2008 rate, but Principle 3 indicates that raising dues \$8 to meet the provisions of Principle 1 may not be in

the best long-term interests of the Society and its members. As stated above, other than the provisions of Principle 1, there are no other known financial reasons for the Society to raise dues by \$8 for 2009. A dues increase of the usual \$4, or 2.5% over the 2008 level and well below expected inflation, is certainly better aligned with members' interests and will also provide a measure of good will in the community for the Society. With uncertainty in the economy as the US grapples with its transition to a globalized economy, pays for a continuing war and baby boomers start drawing down from Social Security, it is likely a good course of action to weight Principle 3 a bit heavier than Principle 1 when the Society as a whole can absorb the (relatively small) expected net direct cost of memberships. Costs are the one area over which staff can have a significant degree of control, so it is possible that concerted efforts can be made to lessen the expected effects of inflation on the direct costs of memberships.

Accordingly, staff recommend that the 2009 dues rate for individual members be increased by \$4 above the 2008 level.

*Ellen Maycock, Associate Executive Director
Constance Pass, Chief Financial Officer
October 2007*

Factors for Consideration in Setting Individual Dues for 2009

Acad Year Beginning	Faculty Salaries Data		AMS Annual Survey		AAUP Reports		Inflation Data		Regular High Dues Rates			
	Annual Incr	Cumulative Increase	Annual Inc. Grps 1-3 combined	Cumulative Increase	Calendar Year	Annual Increase CPI-U	Cumulative Increase CPI-U	Actual Dues	Cumulative Increase	Covert Dues	High/Low Cutoff	Total Dues Revenue (1000's)
1988	5.8%				1988	4.4%		88			30,000	
1989	6.1%				1989	4.6%		88		88,000	38,000	
1990	5.4%				1990	6.1%		92		93,104	43,000	
1991	3.5%				1991	3.1%		100		98,783	45,000	
1992	2.5%				1992	2.9%		104		104,117	45,000	
1993	3.0%				1993	2.7%		108		107,761	45,000	
1994	3.4%				1994	2.7%		112		110,455	45,000	
1995	2.9%				1995	2.5%		116		113,769	45,000	
1996	3.0%				1996	3.3%		120		117,637	45,000	
1997	3.3%	3.3%	2.7%	2.7%	1997	1.7%	1.7%	124		121,048	45,000	1,414
1998	3.6%	7.0%	3.8%	6.6%	1998	1.6%	3.3%	128		124,679	45,000	1,437
1999	3.7%	11.0%	3.8%	10.7%	1999	2.7%	6.1%	132		128,918	55,000	1,380
2000	3.5%	14.9%	5.0%	16.2%	2000	3.4%	9.7%	132		128,918	65,000	1,384
2001	3.8%	19.2%	4.2%	21.1%	2001	1.6%	11.4%	136		133,559	75,000	1,413
2002	3.0%	22.8%	3.3%	25.1%	2002	2.4%	14.1%	140		138,501	75,000	1,388
2003	2.1%	25.4%	2.0%	27.6%	2003	1.9%	16.2%	144		143,349	75,000	1,369
2004	2.8%	28.9%	2.2%	30.4%	2004	3.3%	20.0%	148		148,796	80,000	1,318
2005	3.1%	32.9%	4.0%	35.6%	2005	3.4%	24.1%	152		153,260	80,000	1,345
2006	3.8%	37.9%	3.5%	40.3%	2006	2.5%	27.2%	152		156,478	80,000	1,355
2007					2007	4.0%	32.3%	156		160,860	80,000	1,364
2008					2008	4.0%	37.6%	160		165,850	80,000	1,366
					2009 (A)	3.5%	42.4%	160		172,150	80,000	1,366
					2009 (B)	3.5%	42.4%	164		172,150	80,000	1,400
					2009 (C)	3.5%	42.4%	168		172,150	80,000	1,435

**American Mathematical Society
Committee on Education Meeting
October 25-27, 2007
Washington DC**

Summary Report

The Committee discussed a number of issues related to mathematics education. Guests of the Committee included representatives from the National Science Foundation, Achieve, Teach For America, The College Board, Business-Higher Education Forum, The Brookings Institution, Mathematical Association of America, Mathematicians and Education Reform Forum (MER), and the National Association of State Universities and Land Grant Colleges (NASULGC). The meeting was very well attended, with 84 participants, including 48 chairs and representatives of mathematical sciences department.

Discussion on Teacher Training

Bill McCallum (University of Arizona/Chair of COE) opened the meeting with a discussion on teacher training. He began by quoting some statistics that describe the level of training that high school math teachers currently receive. He discussed the number of secondary math and science teachers that will be needed within the next decade. He suggests that the situation dictates that mathematics departments be involved in preparing these teachers and that teacher training become a core department activity. McCallum highlighted a few institutions that have model programs in this area and there was discussion of other program examples.

Report from the National Science Foundation – Division of Undergraduate Education

Dan Maki (Program Director, NSF-DUE) began his presentation by giving some description and background information on the Division of Undergraduate Education (DUE). He then presented several DUE programs of particular significance to the mathematics community, including the: Course Curriculum and Laboratory Improvement (CCLI) Phases I, II and III; Science, Technology, Engineering and Mathematics Talent Expansion Program (STEP); NSF Scholarships in Science, Technology, Engineering and Mathematics (S-STEM); Robert Noyce Scholarship Program, National Science Digital Library (NSDL) and Advanced Technological Education (ATE) program. Two programs are managed in cooperation with the Division of Mathematical Sciences: the Interdisciplinary Training for Undergraduates in Biological and Mathematical Sciences (UBM) program and the Computational Sciences Training for Undergraduates in the Mathematical Sciences (CSUMS). He also mentioned Math and Science Partnership (MSP) program and the Cyber-Enabled Discovery and Innovation (CDI) program.

“An American Imperative: Transforming the Recruitment, Retention, and Renewal of Our Nation’s Mathematics and Science Teaching Workforce.”

A Report from the Business-Higher Education Forum

Brian Fitzgerald (Executive Director, Business-Higher Education Forum) presented this newly released report from the Business-Higher Education Forum (BHEF). He began by explaining that the BHEF is a coalition of corporate, academic and foundation members whose objective is to further U.S. competitiveness through innovative solutions to our nation’s educational challenges. Fitzgerald then

discussed two issues that the report addresses: the quality of the teaching workforce in mathematics and science, and the shortage of teachers in these areas.

The report provides an action plan, including three key components that are intended to strengthen our nation's math and science teaching workforce: Recruitment, Retention and Renewal. As part of the recruitment strategy, the report calls for teacher incentives such as scholarships, signing bonuses and differential pay. The report suggests that the content and pedagogy of teacher preparation be strengthened. In addition, the report calls for improvements in the retention of both new and experienced teachers, as well as addressing teacher dissatisfaction. Further, the report suggests that renewal activities are important to the support of teachers in the classroom – professional development programs focused on both content and pedagogy, license renewal programs to incorporate measures of teacher effectiveness, and systems to track student progress and teacher employment trends.

Five key stakeholders in strengthening the number and quality of mathematics and science teachers include the federal government, state governments, school districts, higher education, and business and foundations. The report suggests specific roles that each of these groups can play in this effort.

National Professional Science Master's Association (NPSMA)

Bogdan Vernescu (President, NPSMA) began his presentation on the NPSMA by giving a history of efforts to introduce terminal Masters' degrees in order to satisfy global workforce needs in science, mathematics and technology.

Vernescu discussed NPSMA goals and objectives and several mathematics programs. PSM degrees in mathematics are offered in: Applied Financial Mathematics, Applied Statistics (& Bioinformatics), Biostatistics, Computational Science, Financial Mathematics, Industrial Mathematics, Mathematical Science, Quantitative Computational Finance, Quantitative Financial Mathematics and Statistics for Entrepreneurs. Mathematics programs offered at several institutions were highlighted.

Teach For America: Closing the Academic Achievement Gap

Jennie Tsang (Specialist, Math and Science Recruitment, Teach For America) presented information on Teach For America, a national corps of teachers recruited from recent college graduates in all academic majors who agree to work for two years in underserved urban and rural public schools. Teach For America attempts to address the disparities in educational outcomes for children growing up in low-income communities nationwide.

Central to Teach For America's recruitment program is the concept of 'teaching as leadership.' The organization aggressively targets proven achievers and leaders on college campuses. Tsang asked meeting attendees for help in identifying potential corps members. She discussed Teach For America's teacher selection process, placement, training and ongoing support, and alumni network.

Teach For America launched a Math and Science Initiative in 2005 that seeks to double the number of corps members teaching math and science to 2,000 by the year 2010.

Report on the National Mathematics Advisory Panel

Tom Loveless (Director, Brown Center on Education Policy, The Brookings Institution) began his presentation on the National Mathematics Advisory Panel by giving an overview of the panel including background, panel members, meeting schedule, task groups and subcommittees, and its mission to advise the President and Secretary of Education on advancing the teaching and learning of mathematics, particularly in algebra.

Task Group subject areas included Conceptual Knowledge and Skills, Learning Processes, Instructional Practices, Teachers, and Assessment. At this stage, the majority of these task groups have reported to the Panel in public sessions and their work is mostly completed. The subcommittee on the Survey of Algebra Teachers has also reported findings. Loveless discussed some of these early findings.

The next steps for the Panel will be the drafting of the final report which will include recommendations. The adoption of the final report and its official release is scheduled for Spring 2008.

Achieve's Fourteen State Algebra II Assessment

Laura McGiffert Slover (Vice President, Content and Policy Research, Achieve Inc.) gave meeting attendees background information on Achieve, its mission, and the American Diploma Project (ADP). The ADP has grown to a network of 30 states, and has developed a common core of knowledge and skills in math and English necessary for high school graduates to be successful in college and in the workplace. Benchmarks have been established to assure that students have acquired necessary skills and knowledge by the time they graduate high school.

The ADP policy agenda includes aligning high school standards with college and career expectations, requiring a curriculum aligned with these standards, holding high schools accountable for student preparation, and including a test in the high school assessment system to determine if students are college and career ready. For assessment, fourteen states have worked together to develop the Algebra II End-of-Course Exam. This exam, field tested in October 2007, will be given for the first time in Spring 2008. States will apply this exam in different ways: some will require all Algebra II students to take the exam; some states will make it optional for students; some states will allow districts to decide; and at least one state will require the exam for graduation.

MAA's Project on Articulation between High School and College

Michael Pearson (Director of Programs and Services, Mathematical Association of America) discussed a project being undertaken by the MAA that addresses the gap between expectations of high school mathematics versus those of college mathematics. The MAA project seeks to increase the number of students majoring in mathematics. The project will study current enrollment trends in college mathematics courses.

CBMS 2005 Survey

Jim Maxwell (Associate Executive Director, American Mathematical Society) presented the newest edition of the Conference Board of the Mathematical Sciences (CBMS) Survey -- a national survey of undergraduate mathematical and statistical sciences in four-year and two-year universities and colleges. He presented background information on the survey and discussed the sampling and response rates for the 2005 survey.

The contents of the 2005 report include: four-year enrollments and bachelors degrees; four-year faculty demographics; first year courses in four-year institutions; two-year enrollments, course offerings and instructional practices; and two-year faculty, administration, and special topics. A copy of the report is available in hard copy from the AMS and is also posted on the AMS website.

***National Association of State Universities and Land Grant Colleges (NASULGC)
Science and Mathematics Teacher Imperative***

Howard Gobstein (Vice President, Research and Science Policy, NASULGC) discussed the *Science and Mathematics Teacher Imperative (SMTI)*, a project of the NASULGC that seeks to increase the number and quality of secondary school math and science teachers.

The SMTI project was initiated in response to several recent prominent studies, most notably the National Academy of Sciences' report "Rising above the Gathering Storm," which questions U.S. capability to keep pace with the global economy's intense competitive pressures. The report makes several recommendations on how to improve our nation's competitiveness, including increasing the talent pool in the U.S. by significantly improving K-12 math and science education. This recommendation is at the core of the SMTI project.

A national commission consisting of leaders from higher education, K-12 learning, business, and state government is guiding the project. Several working groups are reaching out to individuals and institutions to secure their participation in the effort. All universities involved in teacher preparation at the secondary school level are invited to participate.

West Virginia University's Institute for Math Learning

Michael Mays (Director, Dept of Mathematics, West Virginia University) presented information on the Institute for Math Learning (IML) at West Virginia University. Established in 2001, the goal of the IML is to improve the teaching and learning of mathematics for students at WVU and throughout the state in K-12 classrooms.

Mays explained that one of the core missions of IML is its initiative on curriculum and instruction. WVU has made across-the-board course changes so there is a common look and feel to all freshman level courses -- this includes having a computer lab component to supplement lectures. Mays described curricular and technological changes that have been put in place at WVU. He noted that the technological teaching tools utilized by the Institute have been adopted by the university as a whole.

AMS Task Force on the First Year College Mathematics Experience

Jim Lewis (University of Nebraska) discussed the newly formed AMS Task Force on the First Year College Mathematics Experience. This task force is charged with identifying the challenges in pursuing excellence in freshman instruction; collecting and analyzing information about the diverse strategies that departments, organizations and groups are currently using to address these challenges, and formulating recommendations for the AMS.

The task force has had one meeting to date. It has also created an online blog to which Lewis encouraged meeting attendees to visit and offer information on their own experiences. The task force will also hold a focus group at the Joint Mathematics Meeting in San Diego in January 2008. The task force needs input from the mathematics community in order for their work to be productive.

AMS Working Group on Preparation for Technical Careers

Frank Quinn (Virginia Tech) presented information on the AMS technical careers project, which is planned to launch at the end of 2007. The project is a long term, web-based community project to develop materials concerned with the preparation of high-achieving K-12 students for vigorous mathematical training for technical careers.

The working group is looking for participation from the mathematics community, particularly from teachers of university math courses for mathematics, science and engineering majors.

Math Is More Project

John Ewing (Executive Director, American Mathematical Society) discussed the *Math Is More* project, a group of mathematics educators, mathematicians and concerned individuals committed to improving mathematics education. Ewing directed meeting attendees to the project website at <http://www.mathismore.net> to learn more. The Sloan Foundation will fund a workshop, planned for the near future, to evaluate first year, last course problems.

Other Discussion

Bill McCallum opened the floor to the committee to see if there were any issues or policy recommendations the Committee on Education should consider. Discussion on potential distribution methods that could be utilized to make articles on mathematics education available to committee members and interested parties ensued. It was decided that the AMS Washington Office would establish a webpage repository for posting such articles. Any articles to be posted to this repository should be forwarded to Anita Benjamin of the AMS Washington Office.

COE Activities at San Diego, CA Joint Mathematics Meetings, January 2008

Bill McCallum reported that the AMS Committee on Education will host a panel discussion at the Joint Meetings in San Diego, CA in January 2008 entitled "Making Teacher Preparation Our Business." The panel discussion will be held on Tuesday, January 8th from 1:00 to 2:30 pm.

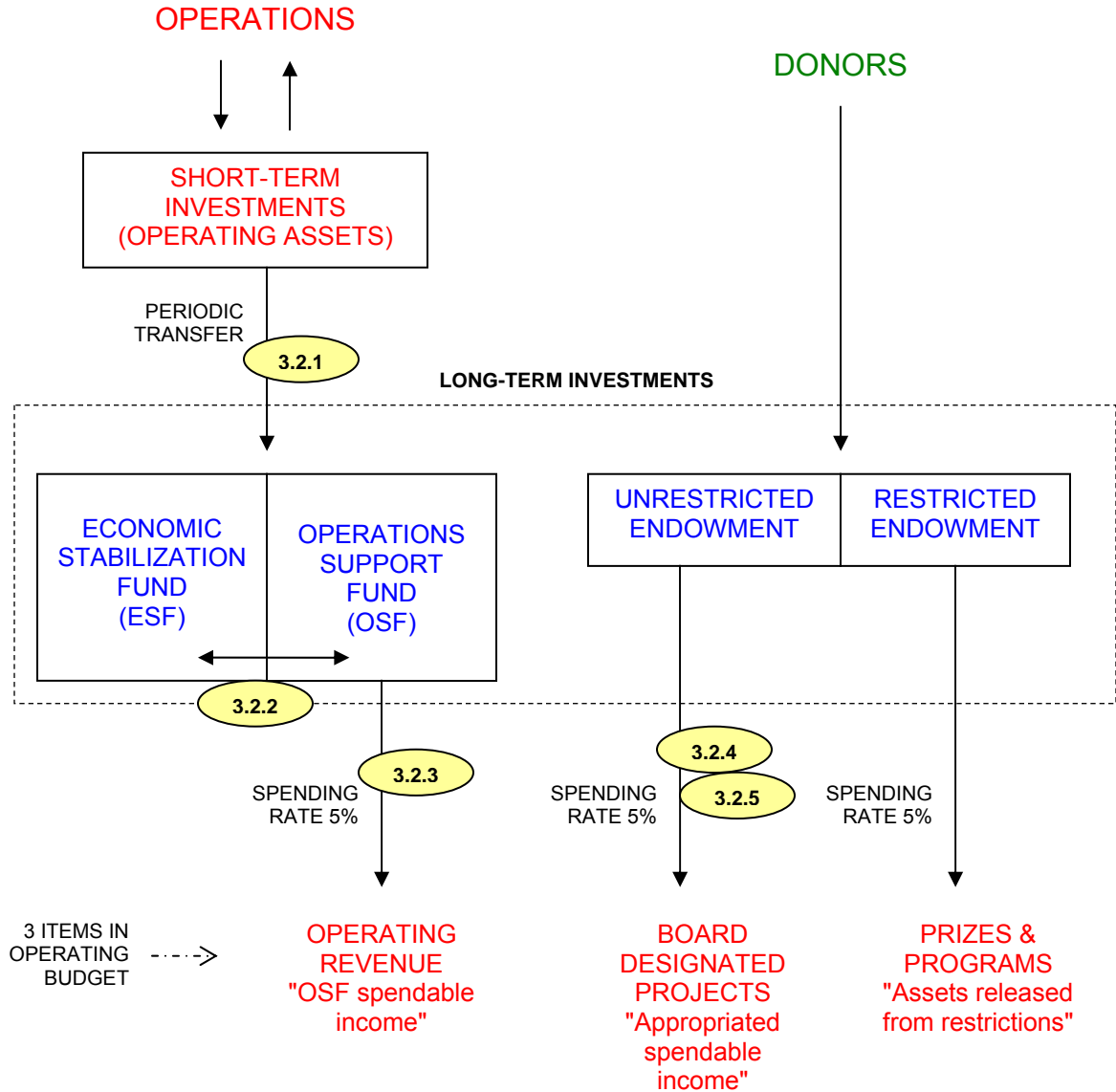
Date of Next Meeting

The committee chose October 30 – November 1, 2008 as the dates for the next meeting of the AMS Committee on Education. The meeting will be held in Washington, DC.

*Samuel M. Rankin
Associate Executive Director
Washington Office
November 9, 2007*

AMS Long-term Investments Cliffs Notes

(For details, see section D of Fiscal Reports)



ESF = 75% annual operating expenses + unfunded medical liability
OSF = remainder of quasi-endowment (spending on 3-yr rolling average)
 Rebalanced annually, December 31

<i>Values 12/31/2006</i>	
ESF =	\$21.3 M
OSF =	\$35.6 M
Unrestricted =	\$6.6 M
Restricted =	\$3.5 M

