

**Agenda for the Meeting of the Board of Directors of the Montana Academy of Sciences
October 27, 2012; 10:30 A.M.
Pintler Room, Student Union Building, Montana Tech, Butte, MT**

Attending: Rick Douglass, Tom Lewis, Phil Jensen, Jim Barron, George McRae, Carmen Hauck

1. Review/Approval of Minutes from Board Meeting on April 13, 2012
Minutes approved as written.

2. Board Membership and Officers
 - a. Officers and terms
James Berardinelli, Nate Bickford, and George McRae's terms have all expired, and Jim Harkins would like to be a member-at-large. Keith Parker has decided to resign his membership and Doug Coffin has not attended the past three board meetings. The motion passed to amend the membership as stated. Doug Coffin may still want to be a member-at-large as well.

 - b. Ideas about if/how we want to make an effort to include other scientific disciplines.
At the last meeting it was noticed that the meetings tend to be heavily Biology based. Do we want to try to recruit more people from other disciplines? Board members agreed we should try to expand attendance to other disciplines. Barron asked if we should also include social sciences as well. In the past the American Psychology Association has joined us at annual meetings. The Junior Academy has a behavioral sciences division as well.

3. Treasurer's Report
Tom Lewis shared a report on this year's finances. We brought in \$4721.50 this year, which included a \$1500 donation from Doug Coffin. Discussion ensued about getting the four year institutions to donate funds to the MAS. We took in \$2200 dollars from the annual meeting this year, which is an improvement on recent years. Expenditures totaled \$ 9158.33 with the difference of \$4886.83 from the trust. The current trust balance is \$138,000. We use about \$7,000 from the trust each year, which is currently sustainable. The total annual expenses are \$10,033.50. Jim Barron needs to transfer check writing authority to Phil Jensen from Doug Coffin. Jensen asked if we should seek grant funds from state institutions to be able to sustain our annual meeting expenses. Barron suggested seeking sponsorships for meals at least. Jensen suggested expanding to ask non-university entities such as physician groups for funding as well. Jensen also suggested compiling a document listing research being conducted at Universities as well as the AAAS and posting it on our website and sending it to our donors. Lewis suggested asking business students to help us develop a marketing plan. Jensen has asked board members to root out other funding sources. Barron will try to use his position as Executive Director to solicit funds from Universities to help offset costs of the annual meeting. The deadline for soliciting funds will be March 1st. In order to get away from

the edge of sustainability of use of the trust we need to increase our income significantly.

Tom Lewis moved we write a check for \$7000 from the trust to sustain our programs this year. Barron seconded it. The motion passed. Barron moved to approve the budget as presented. Douglass seconded it. The motion passed.

4. Research Grant Program

a. Number and size of grants for 2013

Jensen suggested we change the language to state we will fund as many grants as possible up to \$500 each to reach the \$3000 maximum. This may encourage students to apply for smaller grants.

b. Formation/Expansion of committee

Nate Bickford said he would be willing to be involved in the grant review committee, Barron said he would be willing to read grants, Douglass said he would read as well. Jensen said he would solicit people to work in the administration of the grant program. Last year we sent out the call for proposals around Thanksgiving and reminders after January 1st, which worked well. He recommended we do the same again this year.

c. Deadlines and establishment of timeline for planning

Last year the deadline for application was February 15. It was agreed this should remain this year. The target for sending out promotion of the grants and the meeting should be Thanksgiving this year. The follow up will be sent out in January.

d. Eligibility questions

A student who was funded last year completed his research the summer after he graduated. The student knows he or she must still come to the meeting to present his research. The mentor is still required to come as well. The board did not have a problem with continuing to fund this situation in the future. We talked last year about a tiered system of funding grants. Jensen proposed we fund two grants to the top two proposals to non-research institutions (non-Bozeman and Missoula), two to the top two undergraduate proposals and two for the top two graduate proposals. The board agreed to fund one-third to PUI students, one-third to larger institutions, and one-third to graduate students. Douglass moved to formalize this language, Barron seconded it, and the motion passed. Jensen will prepare the language It was decided to encourage grant applicants to attend the annual meeting.

e. Other discussion

The board has decided there will be three people on the committee to administer the grant. Nate Bickford has agreed to be on the committee so there are two more positions available. The president will serve as an ex-officio member. The committee is charged with finding reviewers for all relevant disciplines.

5. Annual Symposium

a. Do we want to do one?

The board agreed we would like to have one.

b. If so, do we have ideas for a theme or for modifications?

Jensen suggested we remain with the interface between science and society unless a more pressing topic presents itself. This could open the discussion to climate change, evolution, wildlife management, etc.

c. Schedule: Perhaps four speakers, with an 11:00 start time? With a half-hour lunch, we would end at 3:30; with an hour lunch, 4:00. The board meeting has been scheduled at 4:30 in the past. Jensen suggested we have four talks this year instead of five. The suggestion is to end at 3:30 and have the board meeting at 4:00. We could also delegate the registration to other people so that the board meeting doesn't have to end as early.

d. Establishment of timeline for planning

It was agreed to have all speakers lined up by Christmas. Barron and Jensen will work together on this.

6. Annual Meeting

a. Date: April 12-13, 2013? (MSGC is April 19; Easter is March 31.)

This date works for everybody. Barron will email Marissa Pedulla at Tech to suggest she schedule the Undergraduate Research Symposium for that date.

b. Schedule

The suggestion was to schedule as many faculty talks in the morning as possible, along with the two Junior Academy talks and as many of the grant awardees that are giving talks.

i. Keynote structure?

It was agreed to see if we find a keynote speaker before deciding to have one or not.

c. Space to accommodate a growing poster session Friday night?

Symposium will be held in the Big Butte room and dinner will be in the Copper Lounge if these are available.

d. Establishment of timeline for planning: speakers and abstracts

The deadline for abstract submission is March 1st. We will add \$10 to the meeting registration fee for registration after March 1st.

7. Other Business

a. Junior Academy

The total cost for a student to attend the annual meeting this year in Boston is \$1352.84 and the chaperone cost is \$2081.22. Stacia Hill, Michelle Nemetchek and possibly Emily Sterbis will be attending. The junior academy is still grateful for the continued funding from the Academy. Hauck also asked board members to reach out to high school teachers they know who are involved in research in order to grow our membership.

b. IJS: update and publication of proceedings

The Academy is obligated to pay \$2500 to the IJS in order to get it online. There is also a \$700 annual maintenance fee. Douglass would like to promote disciplines other than Biology for publication in the journal.

c. Logo/Letterhead?

Jensen suggested cleaning up our logo or creating a new one that can be used for fundraising. Jensen will ask a contact to clean up our current logo and generate one or two more.

d. Award nominations deadline

Awards deadline will be March 1st. The two awards are the Mershon and Science Mentor of the Year. The board agreed that the awards may not be given unless worthy candidates are nominated.

e. Website

Abstract submission is now done online. Grant submission will be done through the website as well. Jensen will talk to Laurie Henneman about setting this up as well.

f. Other discussion

We will add a 250 word limit as well as formatting guidelines to the abstract submission instruction. Jensen suggested we set the fall meeting at the spring meeting or set it for a certain weekend. It was suggested that we set it for sometime between the middle of September and the first Saturday in October, to be set at the spring meeting.

Respectfully submitted,

Carmen Hauck