

PTC-SC

Meeting Minutes

January 11, 2011

I. Call to order

Brandon Tietze called to order the regular meeting of the PTC-SC board/officers at 8:15 p.m. on January 11, 2011 at Café Santorini in Pasadena.

II. Roll call

The following persons were present:

B. Arko	S. Pilch
P. Deines	J. Smith
A. Forsberg	J. Stiegelmar
J. Kahn	B. Tietze
J. Koch	A. Tompkins

III. Old Business

There was no old business at this time.

IV. New business

1. Proposed Budget

- a) B. Tietze explained the proposed budget and discussed the changes made from last year's budget. He increased the budget for sponsorships and proposed that the scholarship money be distributed more evenly among first prize winners and second prize winners.
- b) **A. Tompkins moved to approve the budget for 2011. A. Forsberg seconded the motion. All concurred verbally.**

2. Proposed General Timeline for 2011

- a) B. Tietze proposed the general timeline for 2011 and everyone agreed that the amount of luncheons seemed reasonable. It was discussed that the second Board Meeting could be held before the 2nd luncheon.
- b) P. Deines proposed that the research proposals for the scholarships could be presented at the luncheon before the conference.
- c) J. Stiegelmar suggested that the student luncheon could be moved to the April luncheon.
- d) B. Tietze agreed with both P. Deines and J. Stiegelmar's suggestions.
- e) S. Pilch mentioned that he felt the student workshop last year was a great idea.

3. Establishment of Training Committee

- a) B. Tietze proposed the establishment of a Training Committee.
- b) M. Escobedo, B. Tietze, and P. Deines will make up the committee

4. Establishment of Research Committee

- a) B. Tietze proposed the establishment of the Research Committee.
- b) J. Stiegelmar explained that the purpose of the Research Committee is to look into specific topics for break-out sessions that would be geared towards some of the more advanced members of PTC-SC.
- c) B. Tietze suggested that new ideas can be surveyed or discussed on the website forum.
- d) B. Tietze nominated A. Tompkins and J. Koch as the members of the Research Committee.

5. Discussion of Website Refinement

- a) B. Tietze wants to continue to have PTC-SC history scanned and placed on the PTC-SC website.
- b) S. Pilch volunteers to scan documents.
- c) The institution of PayPal is part of the website refinement.

6. Discussion of Luncheon Meeting Topics

- a) P. Deines reported on some of his ideas for upcoming luncheon meeting topics and said that he would send out an email to get any interested speakers.
- b) J. Stiegelmar suggested that P. Deines also use the CODESP webinar to get potential speakers.

7. Discussion of Conference Themes

- a) It was agreed that the same avenues listed above could be used for conference themes and speakers as well.

8. Discussion of greater inclusion for San Diego members

- a) San Diego members have shown interest in luncheons but would prefer that the luncheons be held somewhere closer to them; therefore, it may be beneficial to have some of the luncheons in a location that is further south.
- b) B. Tietze and P. Deines are going to look at some new locations further south for luncheons.

9. Nomination and Election of Executive Director

- a) **J. Stiegelmar moved to approve B. Tietze as the Executive Director. S. Pilch seconded the motion. All concurred verbally.**

V. Other Business

1. Officer Reports

- a) President Elect: J. Kahn shared some of his suggestions and advice for the incoming VP of Conferences since he held the position in 2010. He shared the conference survey results of 2010 and found the following:

Satisfaction with location:
Very Satisfied – 73%
Somewhat Satisfied – 23%

Presentation topics were relevant:
Strongly agree – 39%
Agree – 56%

I would recommend the following speakers:
Dr. Gast – 71%
Dr. Freudenberg – 90%
Dr. Whitney – 93%
Dr. Gurien – 42%
Dr. Schmitt – 29%

Considering price of admission, I feel I received from the conference:
More than I expected – 32%
What I expected – 66%

Based solely on experience from this year's conference I am likely to attend next year's:
Very likely – 63%
Somewhat likely – 34%

Based solely on experience from this year's conference I am likely to recommend next year's conference to peers:
Very likely – 71%
Somewhat likely – 24%

From the end of the conference until present time, I have shared the following conference topics with others at my organization:
Measurement invariance – 8%
In-basket – 46%
MQs – 74%
Item development & cut scores – 59%
Change management – 28%

- He also discussed the possibility of holding the conference at a location that did not include a hotel.
- He also said that it would be beneficial for the VP of Conferences to start early on getting sponsorships for the conference.
- b) Co-VPs of Communications: A. Tompkins and J. Koch did not have any comments at this time.
- c) VP Programs: P. Deines showed his luncheon timeline
 - J. Stiegelmar suggested that the poster requirement for the scholarship program be eliminated.
 - P. Deines suggested that those in the running for the scholarship could present their research at the luncheon before the conference instead of spending money on expensive posters.

- d) VP Conferences: J. Stiegelmar went over the Treasurer report from 2010 since she held the position in 2010.
 - She said that PTC-SC is in good standing.
 - Then she discussed her ideas for the conference in 2011
 - She is still looking for a location for the conference and will probably review the locations of those who have attended the conference in the past in order to choose a desirable location for the majority of those who attend.
 - She also suggested that there could be a break-out session in the middle of the conference for the attendees to be able to choose different presentations to attend based on their own interests and experience.
- e) Treasurer: B. Arko did not have any comments at this time.
- f) Secretary: J. Smith did not have any comments at this time.

VI. Open Issues

1. There were no open issues at this time.

VII. Next Board Meeting

1. Next Board meeting to be held at the second Luncheon/Workshop in March.

VIII. Adjournment

- B. Tietze adjourned the meeting at 9:10 p.m.

Minutes submitted by: Jenni Smith