

PTC-SC

Meeting Minutes

January 30, 2009

I. Call to order

Matthew Escobedo called to order the regular meeting of the PTC-SC board/officers at 5:20 p.m. on January 30, 2009 at the Pasadena Unified School District Board Room in Pasadena.

II. Roll call

The following persons were present:

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|----------------|---------------|
| J. Allen | A. Herrera |
| A. Brody | D. McBride |
| D. Denning | M. Mihalevsky |
| M. Escobedo | B. Tietze |
| A. Forsberg | A. Tompkins |
| R. Freudenberg | |

III. Approval of minutes from last meeting

J. Allen distributed the minutes from the last meeting. M. Escobedo moved to approve the minutes from July 24, 2008. M. Mihalevsky seconded the motion; All concur verbally.

IV. Open issues

1. There were no open issues addressed.

V. New business

1. 2009 election results were announced by M. Escobedo. The two new Board members are Anna Forsberg and Donna Denning.
2. Graduate Student Scholarship Program
 - a) M. Escobedo distributed the revised scholarship information. PTC-NC advised advertising early since they only had three people apply last year. M. Escobedo asked for feedback on the program.
 - b) M. Mihalevsky, A. Tompkins, and D. Denning all thought it was a good incentive with a low cost.
 - c) M. Escobedo wanted to discuss the issue with Board member, Officer, and family member participation raised by R. Freudenberg (via e-mail) as a conflict of interest.
 - d) D. Denning indicated it would be rare to have a family member participate in this program and that it seems like a disincentive for people to get involved in PTC. D. Denning thought it would be better to allow them to compete.
 - e) M. Mihalevsky proposed that the person participating would need to abstain from the selection and voting process. D. McBride also proposed allowing the person to compete but not vote.

- f) B. Tietze proposed having the voting process take place during the conference. The committee would select the finalists and the attending members to vote for the winner.
- g) M. Escobedo raised the issue of the voting being based only on the poster and not the research paper. M. Mihalevsky raised the issue of voting and presenting the scholarship at the conference.
- h) A. Tompkins suggested posting the papers on the website to encourage those who would vote to read the entire research paper.
- i) D. Denning proposed paying the conference attendance cost for both days for the finalists. M. Mihalevsky and B. Tietze agreed. D. Denning also proposed discussing the prize allocation.
- j) R. Freudenberg raised concern about having the conference attendees voting for the winner.
- k) B Tietze suggested erring on the side of having the Board select the winner.
- l) R. Freudenberg proposed asking the presenters to review the finalists and voting. This would add externality to the process. The presenters are credible, accessible, and convenient.
- m) D. Denning proposed a selection committee with three members. A chairperson would be identified and would be responsible for selecting the remaining two committee members.
- n) **M. Escobedo moved to select a 3-person committee and solicit volunteers. D. McBride seconded the motion. All concur verbally**
- o) **R. Freudenberg nominated D. Denning to be the chair of the committee. M. Mihalevsky seconded the motion. All concur verbally.**
- p) The prize structure was discussed, including the option to expand the 2nd and 3rd prizes. D. McBride and D. Denning proposed \$1,000 for 1st place with 2nd and 3rd place being combined with a \$0 prize. All three finalists would receive free membership for 1-year and conference fees for both days of the conference.
- q) M. Escobedo indicated applicants from all schools would be considered. D. Denning stated that the potential issue with out of the area applicants would be self correcting because they must be present at the conference.
- r) **M. Mihalevsky moved to approve the scholarship program as amended. D. McBride seconded the motion. All concurred verbally.**

3. Executive Director

- a) M. Escobedo indicated that M. Mihalevsky was the only nominee via e-mail. M. Mihalevsky nominated R. Freudenberg at the meeting.
- b) **Voting was unanimous for M. Mihalevsky for the Executive Director position.**

4. Budget

- a) M. Escobedo had a couple questions about the budget. M. Mihalevsky indicated that the budget would need to reflect money for the conference fees as a result of the scholarship program.
- b) **M. Escobedo moved to approve the budget with the amendment for the scholarship program. M. Mihalevsky seconded the motion. All concurred verbally.**

5. Membership Dues

- a) J. Allen indicated multiple requests were received for more information regarding individuals paying membership dues at the Fall Conference.
- b) **D. McBride confirmed that the past practice has been to honor the membership dues for the following calendar year if the person paid at the Fall Conference.**
- c) M. Escobedo, A. Forsberg, and B. Tietze all thought it would be beneficial for members to track their membership for one year from the date they paid.
- d) R. Freudenberg indicated there is increased membership interest around the conference and maybe we should time the dues cycle around the conference and coordinate the membership drive accordingly.

6. Revisions to the Officers' Manual

- a) M. Escobedo noted further revision to the manual might be needed.
- b) D. Denning suggested waiting to approve the changes all at one time.

7. Membership Committee

- a) M. Mihalevsky discussed the need for the membership committee.
- b) R. Freudenberg recalled discussing this in the past.
- c) D. McBride nominated R. Freudenberg for the committee.
- d) M. Escobedo nominated A. Forsberg for the committee. M. Mihalevsky seconded the motion.
- e) The duties of the Vice Presidents of Communications may fall under the scope of the membership committee since this position has not been clearly defined.
- f) A. Brody discussed the LinkedIn website and what it could do to build exposure and increase membership with no cost.
- g) A. Forsberg indicated we need to identify what the value of membership is (i.e. job listings, advertisements, etc).
- h) J. Allen indicated the Officers Manual states that the "President, with Board approval, [can] form additional standing committees". Since the current President was unable to be present at the meeting maybe this should be discussed at the next meeting. M. Escobedo recommended tabling the item.

8. Officers Reports

- a) A. Tompkins indicated she and A. Brody have removed the past board and office information from the website. The Board page has been updated and the minutes have been added. She proposed changing the look and feel of the website and including conference presentations with permission from the presenter.
- b) D. Denning suggested adding the bylaws and the officer's manual.
- c) A. Herrera specified that Robyn Warren would be presenting at the luncheon scheduled for March 4th
- d) M. Mihalevsky said that cut scores and handling issues with large applicant pools in this climate is relevant especially with increased claims of discrimination.
- e) A. Forsberg said she would be interested in issues arising from reorganizations.

- f) A. Tompkins and R. Freudenberg suggested presenting information on how to present tests to candidates and increasing their acceptance of the outcomes; overall topic of candidate perceptions.
- g) D. Denning recommended a presentation on mechanical aptitude and she will look into a possible presenter.
- h) M. Mihalevsky indicated Friday might be a better day over Wednesday. B. Tietze agreed Fridays are better. A. Forsberg indicated possible problems with people working alternative schedules. R. Freudenberg suggested Thursday and B. Tietz agreed.
- i) D. Denning stated the luncheons have historically been on Wednesdays and consistency is important regardless of the actual day during the week.
- j) B. Tietze suggested including this as a survey question.
- k) J. Allen said she thought Sarah Walters had conducted this survey.
- l) B. Tietze provided an outline of his plan for the fall conference and discussed the various points.
- m) R. Freudenberg indicated that legal issues would be a relevant theme.

9. CPS Sponsorship

- a) M. Escobedo tabled this issue until the next meeting.

10. Next Board Meeting

- a) To be held on March 4th prior to the luncheon.

VI. Adjournment

M. Escobedo moved to adjourn the meeting at 7:55 p.m. and M. Mihalevsky seconded the motion.

Minutes submitted by: Jennifer Allen