

Executive Committee Meeting Minutes of May 29, 2004
Biennial Convention, Mesa State College, Grand Junction, CO

The executive committee convened at 8:00am at the Adams Mark Hotel, Grand Junction, CO. President Gary Wolgamott welcomed everyone to the Biennial Convention hosted by Mesa State College. Those present were President Gary Wolgamott; Past Presidents Larry Koehler and Ted Michaud; former past vice president Keith Longpre; Vice presidents Fred Brenner, Paul Yokley, Sister Rose Bast, Crosby Jones, Jack Seilheimer, Felix Velazquez-Soto; BIOS editor Lori Kelman; District Directors Tony Schountz, Ron Humphrey, Don Roush, Virginia Martin; visitor Michael Grace; and Secretary/Treasurer Kathy Roush.

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The first item of business was the Biennial Convention Report by Tony Schountz.
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Tony Schountz reported for the National Convention Committee. Three Speakers Ann Powers, talking on the West Nile Virus, Kathy Abramson from the Forest Service talking about the ecology of Mesa, and Bonnie Baxter talking about how microbes survive the great Mesa. Thursday there will be vans to take students on field trips. May have a van to transport people to the campus and back to the hotel. A message board was requested for the lobby to let people know the schedule for the day.

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The second item of business was the biennial convention 2006 presentation by Michael Grace.
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Michael Grace reported for Florida Institute of Technology, Sigma Psi Chapter with a power point presentation. There are many opportunities for field trips to nearby beaches, lagoons, the city Orlando, and the Kennedy Space Center. Facilities for poster and paper presentations, dormitory facilities and hotel accommodations were described.

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The third item of business was the approval of the executive committee meeting minutes of January 23, 2004. The following action was taken.

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Gary Wolgamott moved and Sister Rose Bast seconded the minutes of January 23, 2004 be accepted with corrections noted. Motion Passed.
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The fourth item of business was the Regional Vice Presidents report.
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Fred Brenner reported for the Northeast Region. Five new chapters were installed. All district conventions were held with great success.

Paul Yokley reported for the Southeast. The District Convention as very successful. It was held in Memphis, TN with 31 papers and 21 posters. Next year the district convention will be at the Univ of North Alabama in Florence, AL, April 13- 16, 2005. Paul invited Gary to attend the Southeast district meeting.

Felix Velázquez-Soto reported for the Caribbean Region with a power point presentation. He reported on the many different programs in Puerto Rico. The District Convention was very successful. There was an application for a new chapter in Puerto Rico given to the National Office.

Sister Rose Bast reported for the North Central Region. There were three district conventions. The reports have been sent to Lori for BIOS.

Crosby Jones reported for the Southcentral Region. The Regional Convention had 130 students attending with 27 papers and 27 posters. The regional convention for 2005 will be held in the same place April 1-3, 2005. The contact person is Ron Humphrey. Co Hosting the convention will be Univ of Tulsa and Oral Roberts Univ. Crosby Jones introduced the idea of electronic web site competition in addition to the scrapbook competition. Website competition was to be added to new business.

Jack Seilheimer reported for the Western Region. The regional conventions were held W-1 at Colorado State University/Pueblo April 2-3 and W-2 Point Loma Nazarene April 24. He reported George Boone may retire but will stay on as district director.

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The fifth item of business was the committee reports.
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Paul Yokley reported for the Yokley Committee. Gary Wolgamott asked for the Yokley awards to be updated in BIOS.

- For the Faculty Service Award the committee nominated
 - Dr. Gary Wells from the Florida Institute of Technology
 - Dr. Herman Eure from Wake Forest
 - Dr. John Callahan from Tarleton State University

For the Faculty Advisor Award the committee nominated

- Dr. Hugh Miller from East Tennessee State

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Gary Wolgamott moved and Don Roush seconded the motion that the nominees be accepted. Motion Passed.
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Lori Kelman reported for BIOS. She requested for everyone to please send their convention reports for publishing in BIOS. BIOS is still not on line in BIO ONE. She wanted to pursue putting articles published in BIOS on our web page. She would also like to print senior reports or senior research projects in BIOS. Fred Brenner suggested that a section in BIOS called RESEARCH NOTES to publish senior reports or senior research projects be created.

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Sister Rose moved and Fred Brenner seconded to make a section in BIOS called RESEARCH NOTES for publishing senior research reports be accepted. Motion Passed.
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Lori reported her situation with reviewers was ok. She would like to discuss possibly having a meeting with the editorial board by email or conference call to help make decisions. Larry Kohler agreed the editorial board should meet annually or at the Biennial National Convention meeting. Gary suggested a conference call for the editorial board and a committee meeting at the Biennial Convention.

She would also like to add people to the editorial board or make changes in the board. Fred Brenner suggested that David Ashley and Terry Graham be removed from the editorial board since there are retired and inactive in TriBeta at this time. Gary suggested Lori present the names of people to be added to the editorial board to the executive committee at a later date. Gary also suggested Lori write a proposal of guidelines for the editorial board and submit it to the executive committee at a later time.

Sister Rose Bast reported for the budget committee. She recommended the Managing Editor pay per issue be increased from \$2,625 to \$2,750. The Copy Editor pay per issue is increased from \$600 to \$750. The office staff pay per year be increased from \$19,950 to \$21,000. The National Secretary-Treasurer pay per year is increased from \$32,000 to \$34,000. The Research Grants for 2004-2005 would be \$30,000. All other items listed in the budget remained the same. Fred emphasized that the travel grant of \$200 was for the National Biennial Convention. It was also discussed that the Brooks and Johnson winners would receive \$750 toward travel to the Biennial Convention and that the \$200 would be part of the \$750 not in addition to. Also, if the 1st place winner could not attend, the 2nd place winner of Brooks or Johnson would be eligible for the \$750. The executive committee requested copies of the yearly financial review that the budget committee received. Copies will be made available to everyone June 2005.

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Larry Koehler moved and Gary Wolgamott seconded that the budget be approved. Motion Passed.
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Kathy Roush reported for the National Office. Twelve chapters were installed. There was one chapter for the executive committee to approve. And two chapters are ready for the district directors to visit.

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Larry Koehler moved and Gary Wolgamott seconded that Reinhardt College be accepted. Motion Passed.
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The inactive chapters were discussed next. Sister Rose was going to visit Univ of Wisconsin/Oshkosh before recommending the charter be recalled. Fred was going visit or have someone visit the inactive chapters in the Northeast. The Executive Committee and District Directors wanted a directory of all chapters mailed to them.

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The sixth item of business was Old Business.
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The local chapter vote on new chapter was discussed. It was recommended a paragraph about the university was to be included with a return date of about 30 days and to include a statement regarding if the vote was not returned within 30days the vote was assumed a positive vote for the new chapter.

The next item of old business was advertising in BIOS.

Lori reported placing an ad for Merck in BIOS 75(2) at no charge for review by the committee. Fred recommended the advertising be educational, career opportunities, book companies, scientific equipment, or graduate programs. Also the ads should be placed in the back of the journal. Gary asked the committee to (1) Decide if we will advertise. (2) Develop strict guidelines and cost. (3) How to market this if we do advertise. (He wanted a plan in place and then the executive committee would vote on if BIOS would take advertising including guidelines.) Fred Brenner would continue to chair and members of the committee would include Lori Kelman, Don Roush, and Frank Steiner. Guidelines would include (1) How often per year a company could advertise? (2) What type of advertising? (3) Number of ads per issue. (4) What type of ads? (5) The committee would draft guidelines for a future executive committee meeting.

The next item of old business was E book.

The possibility of an E book or website competition was discussed. Items to be discussed were (1) what criteria for judging E book or web site. (2) Would the E book be a power point slide show or judges go to a website to judge. (3) Would it be an activity award or a history award? (4) Should we use the criteria from the scrapbook competition to form criteria for the E book? (5) Will it be posted on line? (6) Should we have both a scrapbook and E book competition? The chairman of the committee will be Crosby Jones. The committee members are Cluck, Martin, and Schountz. The E book will be brought up at a future executive committee meeting.

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The seventh item of business was New Business.
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The executive committee wanted certificates of participation at the Biennial Convention. It was requested that the web page contain information emphasizing significance of official membership. Also, a certificate of membership or proof of membership should be submitted along with author data sheet and abstract. It is also used for stipends given for publishing in BIOS. Lori wanted to know the status of the web page. We do have a web master to update the web page. Lori was interest in adding the BIOS to our web page. Crosby Jones wanted the time for presentations of papers to be formally addressed.

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Gary Wolgamott moved and Don Roush seconded the motion to adjourn.
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Respectfully Submitted,
Kathy Roush