

To Do List

For Katie:

1. Email JMM CPS abstracts to Amanda Matson to have her categorize them, so that Phil and Katie can create talk schedule (in early October)
2. Submit proposal for CPS "My favorite math problem" for MathFest 2016 (by Oct 31).
3. Submit proposal for panel session "What is a math circle" for MathFest 2016 and find panelists (by Oct 31).
4. Submit proposals for Math Demo (for teachers, w/Tatianna and Bob as leaders) and Math Wrangle (w/Ed, Phil, Mark Saul as organizers) (by Dec 31)

For Phil:

1. Create talk schedule with Katie & Amanda for JMM CPS (early October)
2. Find students for Math Circle Demo and Wrangle at JMM 2016 (email James Tanton to contact Dan Finkel about bringing kids from his circle and/or maybe contact other close-to-Seattle circle leaders) (early November)
3. Find judges for Wrangle at JMM 2016 (December)

For Ed/Mark Saul:

1. Write problems and solutions for Math Wrangle
2. Deal with logistics around finding prizes etc for Math Wrangle

For Ed Only:

3. Update website (change background so page is more readable and respond to comments from Mary, James, Mark)
4. Coordinate with Brandy 1 month before JMM to create flyer of math circle-related events.

For Mary Garner, James Taylor, Mark Brown

1. Look at SIGMAA website and make suggestions for how to make it more user-friendly to Ed Keppelman (also check if there are broken links)

For Others (NEED VOLUNTEERS):

1. Find panelists (by Oct 31) for MathFest 2016 panel on "What is a math circle"/"What does your circle look like".
2. Create a small card (postcard size) that says what a math circle is and has info for SIGMAA, NAMC and MTC Network on back -- this could be modelled off the back page of Japeth's Math Circle Demo handout from MathFest 2015 (by JMM).
3. Create brochure with "What is a Math Circle" and profiles of a few different circles to give a flavor for different types. It was suggested that Brandy could do this since she's observed/participated in a number of different types of circles (by JMM).

SIGMAA MCST Business Meeting Agenda

Attendance:

Katie Morrison (chair), Japheth Wood (secretary treasurer), Phil Yasskin (program coordinator), Mary Garner (mgarner@kennesaw.edu), Mark Brown, James Tanton, James Taylor, Brandy Wiegers, Amanda Matson (amanda.matson@clarke.edu), Victoria Kofman, Bob Sachs, Brianna Donaldson, Tatianna (Dezbah) Shubin, Ed Keppelman (Webmaster), Diana White (NAMC), Skona Brittain.

JMM 2016 – Seattle

- CPS on Broad/Lasting Impact of MCs e.g. MCs for nonstandard audiences or mathematician sharing about their experiences in MCs during childhood. (proposal **accepted**)
 - How will we handle organization for abstract acceptance/scheduling?
 - Need to email listserv early October (final deadline October 31?) requesting talks. Follow up email necessary to remind about abstract deadline. (Ed)
 - Once abstracts are submitted, someone needs to skim them and pull out characteristics of talks like MC for students vs. teachers, problem-focused vs. organization (Phil?), [Amanda Matson \(Katie - email her the set of abstracts, and make sure she's listed as an organizer for the CPS -- note this has been done\)](#).
 - Need to create session schedule based on talk characteristics and email schedule to Gerard Venema (Katie)
- Demo for **kids** (proposal **accepted**)
 - Zvezda Stankova will be demo leader
 - Need pull-out person – Bob?
 - Need to contact Seattle MC leaders about bringing students – begin contact some time in late October or November. (James? – email Anna Barago (author of math circle diaries) and/or Dan Finkle -- need kids for circle)
- Math Wrangle (proposal **accepted**) – Ed lead organizer and need second organizer
 - Paul will judge and also ask general listserv (offer breakfast/coffee in advance to teach people about wrangle judging)

MathFest 2016 – Columbus

- CPS on ... (proposal **needs to be submitted by Oct 31** by Katie)
 - Pick topic: **My favorite math problem** (and explain why, etc.)
 - Pick organizers: Phil and Katie

- Include a talk by one of us about “What is a math circle?”, or just a brochure to distribute around. The brochure could be distributed at JMM too.
- Panel Discussion on **What does your circle look like?** to highlight different types and formats of math circles. In coordination with our SIGMAA MCST business meeting.
 - Tatiana: according to our charter, we need to have a meeting with at least 20 people at least once a year. So it would help to have it in the schedule.
- Crazy idea from Brandy: have the favorite problems from the CPS available at the NAMC/MCST booth.
- Ideas for AIM booth? Brianna says we could talk about it.
- NAMC might start having a JMM booth in 2017.
- Demo for **teachers** (proposal **needs to be submitted by Dec 31** by Katie)
 - Pick leader (Tatiana Shubin) and facilitator (Bob Klein)
 - Use forthcoming Ohio MC listserv to find participant teachers (Bob?)
 - Note: there are MTCs in Columbus, Athens, Cincinnati and Fort Thomas (KY, near Cincinnati), Bowling Green, Toledo.
 - Instead of a pull out, have 15 minutes at the end to discuss/reflect.
- Math Wrangle (proposal **needs to be submitted by Dec 31** by Katie)
 - Pick pair of leaders

Other Agenda Items

- Should we create a new elected position for Wrangle coordinator?
 - Responsible for finding kids (for Wrangle and Demo)
 - Responsible for finding judges
 - Writes or finds someone to write questions and solutions for the wrangle
 - Provides print-outs of questions and solutions to participants and audience members
- Add a new SIGMAA MCST position: Wrangle Coordinator. Or should this be a responsibility of the Program Coordinator. Call for judges much earlier so that people can make travel plans.
- Elections this year: Secretary/Treasurer and Chair-Elect – nomination suggestions should be sent to Paul Zeitz. **Mary Garner** volunteers for Secretary/Treasurer. Tatiana volunteers **Amanda Serenevy** for Chair-Elect. Ed volunteers **Chris Goff** for Chair-Elect. **Alessandra Bantano** (UC Irvine, spoke at CPS) for Chair-Elect. **Doug Meade** for Chair-Elect.
- Think about how to increase SIGMAA participation in leadership activities so that we have a more consistent pool to pull from for election nominations.

- Maybe ask non-leadership people to perform small tasks as a way to get them involved before they have to think about running for leadership positions
 - What kinds of tasks could we ask of others?
 - People can help identify needed updates for website
 - People can help with scheduling talks for CPS
 - People can help find panelists for MathFest panel
- Should we have more than one name on the ballot for certain positions?
 - Not addressed at meeting
- Coordinate with NAMC so we only have to make one flyer/schedule of events
 - Maybe Ed should email NAMC with list of extra activities to include in the flyer, then creation of the flyer will be left up to NAMC admin person
 - Maybe email listserv a month in advance of meetings and set up google form so that people can just report on the form what events they have had accepted at the meeting (NAMC admin person?)
 - **Brandy and Ed** will work on this, 30 days before. Note that Ed isn't using his Yahoo! email anymore. **Brianna** too, so that MTC Network is involved.
- When should we run our next mini-course?
 - Not addressed at meeting
- Rethink how to run the circle demo so that we keep more mathematicians engaged – should we have a fishbowl style – maybe have camera recording/projecting student activity
 - Give focus questions on poster paper on wall to give mathematicians something to think about as they watch
 - Not addressed at meeting
- Need a set of eyes to look at MCST website: Mary Garner, James Taylor, Mark Brown. Victoria suggests including info about CCSM. Katie points out that we don't have a problem depository, but NAMC does.