

**AMERICAN MATHEMATICAL SOCIETY
EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES
NOVEMBER 19-20, 1999
PROVIDENCE, RI**

MINUTES

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NOTE: AT THE PRESENT TIME, THE ATTACHMENTS ARE NOT AVAILABLE ELECTRONICALLY. IF YOU WOULD LIKE TO SEE AN ATTACHMENT, PLEASE CONTACT ELLEN HEISER AT THE AMS HEADQUARTERS BY EMAIL (ehh@ams.org) OR TELEPHONE (800-3212-4267).

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**AMERICAN MATHEMATICAL SOCIETY
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PROVIDENCE, RHODE ISLAND**

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A joint meeting of the Executive Committee of the Council (EC) and the Board of Trustees (BT) was held Friday and Saturday, November 19 and 20, 1999, at the AMS Headquarters in Providence, Rhode Island. All members of the ECBT were present: Roy L. Adler, Felix E. Browder, John B. Conway, Michael G. Crandall, Robert J. Daverman, John M. Franks, Arthur M. Jaffe, Linda Keen, Andy R. Magid, Donald E. McClure, Andrew M. Odlyzko, Joel H. Spencer, B. A. Taylor, and Karen Vogtmann.

Also present were: Donald G. Babbitt (Publisher), Gary G. Brownell (Associate Executive Director/Finance and Administration), John H. Ewing (Executive Director), Ellen H. Heiser (Assistant to the Executive Director [and recording secretary]), Jane E. Kister (Executive Editor/Mathematical Reviews), James W. Maxwell (Associate Executive Director/Meetings and Professional Services), Constance W. Pass (Controller), and Samuel M. Rankin (Associate Executive Director/Government Relations and Programs).

Hyman Bass (Chair of the Committee on Education), Raquel E. Storti (Assistant to the Executive Director), and S.R.S. Varadhan (Chair of the Committee on Publications) were present for the Friday-afternoon session.

President Browder and Board Chair Crandall presided.

Items occur in numerical order, which is not necessarily the order in which they were discussed at the meeting.

0	CALL TO ORDER AND ANNOUNCEMENTS
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0.1 **Opening of the Meeting and Introductions.** President Browder convened the meeting and everyone introduced themselves.

0.2 **1999 AMS Election Results.** Secretary Daverman announced the results of the 1999 election as follows. All of these individuals will take office on February 1, 2000. The complete teller's report will be attached to the January 2000 Council agenda and minutes.

President Elect: Hyman Bass

Vice President: David Eisenbud

Trustee: Eric Friedlander

Member at Large of the Council: William Fulton, Patricia Bauman, Lisa Traynor, Martin Golubitsky, Jonathan Rosenberg

Editorial Boards Committee: Palle Jorgensen, Gregory Lawler

Nominating Committee: Frank Morgan, Ruth Charney, Ramesh Gangolli

0.3 Housekeeping Matters. Executive Director Ewing discussed several housekeeping matters related to the present meeting.

1I EXECUTIVE COMMITTEE INFORMATION ITEMS

1I.1 Secretariat Business by Mail. Att. #1.

Minutes of the Secretariat business by mail during the months April 1999 - September 1999 are attached (#1).

2 EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES ACTION/DISCUSSION ITEMS
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2.1 Report on Committee on the Profession (CoProf). Att. #22.

The ECBT received the attached report (#22) on CoProf.

2.2 Report on Committee on Meetings and Conferences (COMC). Att. #2.

The ECBT received the attached report (#2) on COMC.

2.3 Report on Committee on Education (COE). Att. #3.

The ECBT received the attached report (#3) on COE.

2.4 Report on Committee on Science Policy (CSP).

It was reported that CSP had not met since their last activity report was submitted to the May 1999 ECBT; their next meeting will be held March 10-11, 2000, in Washington DC.

Dr. Rita Colwell, Director, National Science Foundation, will address the Opening Banquet of the January 2000 Joint Mathematics Meetings in Washington DC.

2.5 Report on Committee on Publications (CPub). Att. #23.

The ECBT received the attached report (#23) on CPub.

2.6 Report on Mathematical Reviews Editorial Committee (MREC). Att. #4.

The ECBT received the attached report (#4) on MREC.

2.7 Report from the President. Att. #26.

The ECBT received the attached report (#26) from President Browder.

2.8 Washington Office Report. Att. #5.

The ECBT received the attached report (#5) on recent activities of the Washington office.

2.9 Report on Long Range Planning Committee (LRPC).

At its May 1999 meeting, the LRPC discussed whether to engage in strategic planning once again and decided to postpone the question for another two years. At the same time, the Committee directed the Executive Director to provide commentary about the previous Strategic Plan, reviewing its recommendations and detailing progress (or lack of progress) on the various goals and objectives. That commentary was provided to the LRPC and discussed at its November 19, 1999 meeting. John Conway, Chair of the LRPC, reported that the Committee found this commentary very informative. After the ECBT meeting, copies of this commentary were sent to members of the ECBT who are not on the LRPC.

2.10 Policy for Joint International Meetings. Att. #7.

In recent years the Society has held a series of joint meetings with other mathematics societies outside the U.S. (The biennial meetings with the Mexican Mathematical Society are not included in this category.) Information about past and future meetings can be found in Att. #7.

The Board of Trustees voted to approve the following policy:

Joint international meetings will normally be supported by providing support for three plenary speakers along with a \$2,000 subsidy, paid directly to the host organization for use at its discretion for the meeting. (It is understood that there are ancillary costs associated to the meeting, including travel for officers, etc.) This policy may be flexibly applied by mutual agreement of the Secretary and Executive Director.

2.11 Update on the Joint Summer Research Conferences. Att. #8.

In seeking renewed funding for the AMS-IMS-SIAM Summer Research Conferences for 2000 and beyond, the AMS and SIAM submitted a joint proposal to NSF's Division of Mathematical Sciences (DMS) in the fall of 1998. Informal notification of approval was received earlier this year, and formal notice of full funding of the first three years, with tentative funding for years four and five, arrived in early September. The proposal incorporated some adjustments to the way the conferences are overseen to reflect "suggestions" from DMS following a review of a previous SRC proposal.

The key change is the creation of a small panel of four to six eminent mathematicians appointed by the presidents of the three sponsoring societies. See Att. #8 for further details.

The ECBT voted to recommend to the January 2000 Council that this change be endorsed.

2.12 Report on Committee on Interim Young Scholars Program. Att. #9.

The ECBT received the following report:

The Committee on the Interim Young Scholars Program met for a day at MIT in mid-August and completed development of the elements of an application package. Att. #9 contains the application brochure which has been sent to the twelve programs which have been identified as likely candidates for an award. The first page of the brochure gives a summary of the requirements of the program. The young scholars program, formally titled "The Epsilon Program," was advertised in the October Notices, and a brief announcement will also appear in the November issue of NCTM's member publication News Bulletin. The deadline for submission of applications is December 15. The Committee will meet in late January to complete evaluation of the applications. Awards for summer 2000 will be announced before the end of February.

2.13 Task Force on Excellence.

In July of this year, the Task Force completed work on a book, *Towards Excellence: Leading a Doctoral Mathematics Department in the 21st Century*. That book has been circulated widely, both to mathematics departments and to deans, and is also available on the web at www.ams.org/towardsexcellence/. In August of this year, the Task Force conducted a workshop for teams of mathematicians from approximately 30 doctoral-granting departments. The workshop had almost 90 people in attendance.

A comprehensive evaluation of the Task Force project is still being prepared (by John Harer, Duke University). In addition, there are several ongoing activities of the Society that have been motivated by the Task Force work --- an annual workshop for chairs (at the Joint Meeting), increased survey work, a list of consultants for departments

(from the Committee on the Profession). Copies of Towards Excellence will be distributed at various meetings and on request for some time in the future. The Task Force itself, however, will be formally discharged at the end of the current year.

The grant from the National Science Foundation has been completely expended. There are funds left in the grant from the Exxon Foundation, and it is hoped that those funds can be used for extending some of the important Society outreach activities that grew out of the Task Force work.

2.14 Presidential Task Force on Membership.

The ECBT received a draft report from the Task Force on Membership. A final report will be presented to the January 2000 Council.

2.15 Conant Prize. Att. #10.

In 1916, Levi Conant left \$10,000 to the American Mathematical Society. The funds were not transferred until 1976, however, and in the subsequent 25 years those funds have been used as part of the AMS's restricted endowment, to fund prizes in general. Some background, along with a proposal for establishing a new prize which would be endowed by the Conant bequest, was presented (see Att. #10).

The ECBT voted to recommend to the January 2000 Council that this prize be established as outlined in the attached proposal.

2.16 Revising the Notices. Att. #6.

The "enhanced" *Notices* came into existence nearly five years ago in January 1995. During the last several years, both the staff and the leadership have had an opportunity to review the strengths and weaknesses of the current structure. Also, as a third editor for the *Notices* was recruited during this year, the editor's job has been reviewed as well.

Taking into account all that has been learned in the past five years, the attached proposal (#6) for restructuring the *Notices* has been formulated for consideration by the January 2000 Council. If approved by the Council, the new structure will take effect when the new editor officially takes over in January 2001.

The proposal was presented to the October 1999 Committee on Publications, and the Committee unanimously endorsed it for approval by the Council.

The ECBT voted to recommend the proposal to the January 200 Council for approval.

2.17 Reprinted Books.

At its September 1998 meeting, the Committee on Publications (CPub) decided to appoint a Taskforce to Review the AMS Book Program. The Taskforce worked for several months compiling information, talking to book editorial committee chairs, etc. and presented its final report at the October 1999 CPub meeting.

One of the recommendations of the Taskforce was to ask all AMS book editorial committees to seek reprinted books appropriate for their series. Each committee's charge should be expanded to reflect this change. Reprinted books are an important way to build the quality of the various series, especially textbooks at the graduate level. Distributing responsibility for reprinted books to all committees (and staff) means that the Committee on Reprinted Books can be discharged.

CPub voted unanimously to forward this recommendation to the Council for approval.

The ECBT voted to recommend approval of this recommendation to the January 2000 Council.

2.18 Print on Demand. Att. #24.

The AMS is exploring "print on demand" (POD) capabilities, utilizing modern digital printing and document preparation technologies and equipment. The goals for a POD system at AMS include digitizing all AMS publications (including pre-electronic era publications), streamlining the make-ready process, decreasing demand for warehouse space, and reducing costs. Staff will determine whether it is best to have full POD capabilities resident at the AMS, whether part can reside at AMS and part accomplished through outside vendors, or whether all POD functions are best outsourced entirely to outside vendors. An informational document is attached (#24).

2.19 2000 Operating Plan.

The 2000 Operating Plan was mailed to all members of the ECBT on October 20. The format is the same as last year, including the following sections for each department or division:

- i. Statement of mission
- ii. List of ongoing activities
- iii. Essay on trends and issues
- iv. List of future projects
- v. List of financial implications of projects
- vi. Report on projects from previous operating plan

Comments or questions on the Plan were invited, but none were offered.

It is noted for the record that after the "annual reports" (section vii) are added, a complete, official copy of the 2000 Operating Plan will be attached to record copies of the May 2001 ECBT minutes.

2.20 Motions of the Secretary.

The following motions were approved by acclamation:

The Executive Committee and Board of Trustees of the American Mathematical Society record their thanks to Andrew M. Odlyzko for his service to the Society as a member of the Executive Committee during the past four years. They express the hope that Dr. Odlyzko will continue to be available to serve the Society in other ways.

The Executive Committee and Board of Trustees of the American Mathematical Society record their thanks to Donald E. McClure for his service to the Society as a member of the Board during the past five years. The ECBT expresses its gratitude to Professor McClure for his wisdom in contributing to the management of the Society and hopes to be able to draw upon his talents again.

2C EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES CONSENT ITEMS

2C.1 May 1999 ECBT Meeting.

The minutes of the meeting of the Executive Committee and Board of Trustees held May 7-8, 1999, in Providence, Rhode Island, had been distributed separately. These minutes include:

ECBT open and executive session minutes prepared by the Secretary of the Society,

BT executive session minutes prepared by the Secretary of the Board.

With the following changes, these minutes were approved:

- Item 2.19, lines 4 and 8: "mathematician" should be "mathematical."
- Item 2.21, line 4: "increded" should be "increased."
- Item 2I.9, line 4: "The continuation" should be replaced by "Continued."

2I EXECUTIVE COMMITTEE AND BOARD OF TRUSTEES INFORMATION ITEMS

2I.1 Actions of the Agenda and Budget Committee (ABC).

At its October 8, 1999, meeting in Providence, Rhode Island, the ABC took the following action:

The ABC approved the schedule for the November 1999 ECBT meeting.

2I.2 Report on e-MATH. Att. #14.

A report on the current status of e-MATH is attached (#14).

2I.3 Survey of Users of the MATHEMATICAL REVIEWS Database/MathSciNet.

In the spring of 1999, the AMS commissioned Market Measurement, a market research company, to conduct a survey of users of the *Mathematical Reviews* Database (MRDB)/MathSciNet in an attempt to quantify current usage patterns and attitudes toward the MR database, MathSciNet, individual features of the database, and potential enhancements to the database and MathSciNet. The ECBT received a report describing how the survey was conducted, a summary of the results, and Market Measurement's recommendations. In addition, some comparisons were noted with the results of a survey of MRDB users carried out in 1993 (before MathSciNet was available).

2I.4 AMS-MAA Project on Preparing Future Faculty in Mathematics.

In April the steering committee for this project selected the four departments of mathematics who will each receive \$10,000 per year for two years under this NSF grant: Arizona State University, SUNY-Binghamton, University of Washington, and Virginia Polytechnic Institute and State University. Representatives of the cluster leadership team from each program attended an organizing conference held in June at Colorado College, for participants from all disciplines in this national project. A mail-list has been set up by the Washington Office to facilitate communication among the departments.

2I.5 AMS-MER-SIAM Workshops on Professional Masters' Degree Programs in Mathematics.

The second of two workshops will be held at Arizona State University on November 4-6, 1999. A survey of professional master's programs at U.S. institutions is being conducted, and will produce a directory suitable for posting on the web.

2I.6 Wonder Science.

The AMS participates with the American Chemical Society (ACS) and American Institute of Physics on the publication of *Wonder Science*, a magazine for elementary school students. However, this is the last year that the magazine will be produced in its current form and ACS is considering options for the future. It is not certain at this time what form *Wonder Science* will take, but we do not anticipate that the services of the consulting mathematician, Rosalie Dance, will be required next year.

2I.7 Sloan Careers Project.

The video and CD-ROM produced under the Sloan funded AMS-MAA-SIAM careers project have been completed. A video and CD will be sent to each department of mathematics of four-year institutions, and two-year institutions will be sent a video and CD upon request.

2I.8 AAS-AMS-APS Public Service Award.

The January 1999 AMS Council approved this joint award as did the governing bodies of the American Astronomical Society and the American Physical Society. A selection committee of two representatives from each Society was formed and has made its selection of three awardees: Senator Bill Frist, Senator Joseph Lieberman, and Dr. Harold Varmus (Director of the National Institutes of Health). The awards will be presented at a ceremony to be arranged for early 2000.

2I.9 Notices Editor Search.

During the past summer, the Search Committee (Daverman, Ewing, Jerison, and Kuperberg) evaluated possible candidates for the new Editor of the *Notices*. After some discussion, the Committee selected a candidate to recommend to the Editorial Boards Committee and the January 2000 Council. Discussions about financial support have already taken place, and the candidate has indicated an interest in the position. All members of the Search Committee are extremely enthusiastic about the choice.

2I.10 Travel Grant Proposal for UCLA Meeting.

Under the leadership of President Felix Browder, the AMS has submitted a proposal to the Division of Mathematical Sciences at NSF requesting \$150,000 to support the travel costs of junior mathematicians (graduate students and those within six years of receipt of their PhD) attending the August 2000 meeting at the University of California, Los Angeles. The average award amount is expected to be \$1,000. Announcement of the program appeared in the November issue of *Notices*. Other announcements are planned. The deadline for applications is January 31, 2000, with notification of awards by April 15.

The selection process will be modeled on that used in administering the ICM-98 travel grants. Professor Karen Smith, University of Michigan, has agreed to serve as Chair of the Review Panel.

2I.11 Conference on Research Experiences for Undergraduates (REU) Programs.
Att. #17.

Over 40 current and former directors of REU programs gathered October 1-2 in Crystal City, Virginia to discuss the current state, and future directions, of these programs. The conference program and list of participants is attached (#17). Conference participants' travel to the conference was fully supported by a grant to the AMS from the National Security Agency. Professor Joe Gallian, University of Minnesota - Duluth, is the editor of the proceedings of the conference, to be published by the AMS in 2000.

<p>3 BOARD OF TRUSTEES ACTION/DISCUSSION ITEMS</p>

3.1 Discussion of Fiscal Reports.

The BT voted to approve the 2000 budget, as presented and modified by actions taken at this meeting.

3.2 Budgeted Staffing Levels.

The BT approved the 2000 personnel budget as presented.

3.3 Capital Expenditures - 2000 Capital Purchase Plan.

The BT approved the 2000 capital budget as presented.

3.3.1 Capital Expenditures - Approval of Specific Purchases. Att. #19.

The BT voted to approve the attached request (#19) to replace the roof on the Pawtucket facility.

3.4 Registration Fees for the August 2000 Meeting.

Based on the information available at this meeting, the BT voted to approve the following member preregistration fees for the August 2000 meeting:

- \$155 (to attend the entire meeting)
- \$ 85 (to attend three days of the meeting)

3.5 Investment Committee Report. Att. #30.

The BT received the attached minutes (#30) of the November 19, 1999 meeting of the Investment Committee. The BT voted to adopt the resolutions required to establish a Business-Fidelity Ultra Service Account, as shown on page 6 of the Investment Committee minutes.

3.6 Recognition for Length of Service.

The BT approved the following proclamations for the employees noted.

20 years of service:

**Carol J. Couto
Arthur Greenspoon
Jane E. Kister**

The Board of Trustees takes great pride in recognizing _____ for twenty years of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer _____ their special thanks and their best wishes.

25 years of service:

**Gregory B. Sousa
Lila M. Dann
Bogdan D. Dudzik**

The Board of Trustees takes great pride in recognizing _____ who has devoted twenty-five years of service to the Society. The Board expresses its profound gratitude for this long record of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to _____ for being such a loyal employee and wish her well in the future.

30 years of service:

- Robert C. Blanchette**
- Leslie J. DiPierro**
- Carol A. Hill**
- Muriel C. Toupin**

The Board of Trustees takes great pride in recognizing _____ for the outstanding distinction of serving the Society for thirty years. The Board expresses its profound gratitude for this long record of faithful service to the Society. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to this loyal employee.

35 years of service:

- Janet Pecorelli**

The Board of Trustees takes great pride in recognizing _____ for the outstanding distinction of serving the Society for thirty-five years. The Board expresses its profound gratitude for this long record of faithful service. It is through the dedication and service of its employees that the Society is able to effectively serve its members and the greater mathematical community. The Trustees offer their special thanks and their best wishes to _____ for being such a loyal employee and wish her well in the future.

**3C BOARD OF TRUSTEES
CONSENT ITEMS**

3C.1 Request for Support of Speakers at 2001 AAAS Annual Meeting.

The BT authorized \$10,000 to support speakers for the Mathematics Section at the 2001 annual meeting of the American Association for the Advancement of Science (AAAS).

**3I BOARD OF TRUSTEES
INFORMATION ITEMS**

3I.1 Economic Stabilization Fund Increment.

It is expected that the 1999 increment to the Economic Stabilization Fund will be limited to reinvested income, if any.

3I.2 Year 2000 Changes.

The Society's Year 2000 project team has completed extensive assessment, renovation, and testing of in-house developed software, as well as obtaining appropriate Y2K compliance assurance from AMS vendors.

Modifications to internally developed applications to meet Year 2000 standards and upgrades to hardware and purchased software are complete for items deemed critical to AMS business. These vital business systems have been tested, completing a vital phase of staff's overall Y2K project initiative.

Staff will continue to monitor AMS's compliance with Y2K standards through 1999 and into 2000 as part of ongoing initiatives throughout the organization. Contingency plans have also been enhanced to protect the entire organization, including efforts that extend beyond the walls of the Society to external business partners and providers of products or services.

3I.3 Actions of the Executive Director.

The Executive Director is authorized to change registration fees for conferences, short courses, and the employment center, and to make small changes in fringe benefits. No such changes have been made since the last ECBT meeting.

Respectfully submitted,



*Robert J. Daverman, Secretary
Knoxville, Tennessee
December 15, 1999*