

MINUTES

AMS-MAA JOINT MEETINGS COMMITTEE 8:00 a.m., Saturday, January 7, 2012 Boardroom, 3rd Floor Sheraton Boston, Massachusetts

Present were: Robert J. Daverman, Donald E. McClure, Michael Pearson and Gerard Venema.

Also present were Michel Lapidus (AMS Associate Secretary), Ellen J. Maycock (AMS Associate Executive Director, Meetings and Professional Services), Donna Salter (AMS Program Supervisor), Penny Pina (AMS Director of Meetings & Conferences), Georgia Benkart (AMS Associate Secretary), Carla Savage (AMS Secretary, starting in 2013) and Gina Alsfeld (AMS staff support).

The chair for 2012 is the AMS Secretary, Robert Daverman.

The following documents were attached for information: (a) a calendar of future joint meetings, (b) attendance figures for past January meetings and attendance by size of meeting, (c) geographical data on JMM participants. (**Attachment #1**)

OPEN SESSION

I. BOSTON, MA, JANUARY 4-7, 2012, (Wed.-Sun.) (Lapidus/Venema)

A. Scientific Program

1. AMS Scientific Program. Lapidus reported on the AMS scientific program. There were 64 special sessions. The Gibbs and Colloquium Lectures were wonderful.
2. MAA Scientific Program. Venema reported on the MAA scientific program. The attendance at the AMS and MAA invited addresses was a little disappointing. The Joint invited addresses were well attended.

B. Registration Statistics

1. Advance Registration. There were 6070 total registrations as of December 15, 2011.
2. On-site Registration. There were 1086 onsite registrations to date. In comparison, for New Orleans there were 741 and for San Francisco there were 885 registrations onsite.

There were 7156 total registrations for this meeting.

3. Registration Fee Waivers and Reductions. A list of waivers and reductions were attached. (**Attachment #2**)

C. Mailing of Badges and Programs

Of the 3358 mathematicians who were eligible, a total of 2938 opted to receive their badges and programs by mail in advance of the meeting (87%).

D. Survey

SurveyMonkey was used again for the JMM participant survey which was activated at the start of the meeting. It is expected that the bulk of the responses will occur after the meeting. Email will be sent to all participants after the meeting encouraging them to complete the survey. Suggestions from the committee on topics for future surveys are welcome. There will be a final report at the summer JMC meeting. A link will also be available that will enable any member of the committee to see the results directly. Pina distributed copies to the committee.

ACTION ITEM: The JMC agreed that a question about the JMM TV should be added to the participant survey.

E. Comments and/or Complaints

Salter reported on entries from the Comments and Complaints Log at the registration desk.

F. Participant Services

- a. Committee Schedules by Email. Individual committee schedules for the Boston meeting were sent by email. As of December 9, 2011, there were 89 meetings scheduled (15 AMS, 10 Joint, 64 MAA) By comparison, for New Orleans there were 86 meetings scheduled (16 AMS, 9 Joint, 61 MAA).
- b. Colloquium Notes on Web. A link to a pdf copy of the Colloquium Lecture notes was again posted on the web before the meeting as opposed to shipping hundreds of copies to the meeting. Participants were notified of this link via the registration packet mailing, program booklet, hotel handouts and meeting newsletters.

A suggestion was made to add the link to the Colloquium notes to the daily newsletter.

- c. Welcome Flyers Distributed in Hotels. Welcome flyers prepared by staff were distributed to all JMM participants when they checked into all of the meeting hotels. Pina distributed copies of the flyer to the committee.
- d. Detailed List of ADA Services included in Program. A detailed list of services available for participants with special needs was included in the program. A copy of this list was attached. (**Attachment #3**)

II. SAN DIEGO, CA JANUARY 9-12, 2013, (Wed.-Sat.,) (Benkart/Venema)

A. JMM Program (*For Possible Discussion*)

1. AMS Scientific Program. Benkart reported on the AMS scientific program.

There will be five Invited Addresses.

2. MAA Scientific Program. Venema reported on the MAA scientific program.

Will there be a Retiring Presidential Address?

Paul Zorn will give the Retiring Presidential Address.

B. Meeting Announcements in *Focus*, *Notices*, and on the Web

The first announcement will appear in the October issues of *Focus* and *Notices*, and the Web version will appear in September. The deadline for all information for the October issue was July 2, 2012.

C. Room Blocks/Rates

A list of the confirmed rates for the contracted hotels for 2013 was attached. The blocks at these hotels represent 100% of the total citywide block. Student rooms will represent 10% of the hotel blocks.

(Attachment #4)

D. Pre-Con Visit

There was a pre-con visit to San Diego, California in January.

END OF OPEN SESSION

10 MINUTE BREAK

III. EXECUTIVE SESSION

A. San Diego, CA (continued)

1. Duties of the Executive Directors

The following items will need to be completed over the next several months in accordance with the Joint Meetings Contract. The AMS Director of Meetings and Conferences will be reminding the Executive Directors that they are due.

- a. Exchange of Certificates of Insurance.
- b. Approve rates for advertising in the program.
- c. Approve hourly rates for MCD and other AMS departments; to include the indirect costs.
- d. Approve exhibit fees.

2. Block Schedule

A standard block schedule reflecting the current status of the San Diego, CA program was attached for review. (**Attachment #5**)

The AMS requests to place the following sessions, which have run successfully for several years, as permanent additions to the JMM Block Schedule:

- a. Department Chairs Workshop, Day -1, 8:00 a.m.-6:30 p.m. The workshop format is intended to stimulate discussion among attending chairs and workshop leaders. Sharing ideas and experiences with peers provides a form of department chair therapy, creating an environment that enables attending chairs to address departmental matters from new perspectives.
- b. Congressional Fellowship Session, Day 3, 4:30 p.m.-6:00 p.m. Details about the AMS Congressional Fellowship program and its unique public policy learning experience are shared with the audience.

The AMS requests that the following session be deleted from the block schedule:

AMS Committee on Science Policy Government Speaker, Day 3, 4:20 p.m.-5:10 p.m.

ACTION ITEMS: The JMC approved adding the following to the block schedule:

Department Chairs Workshop on Day-1 from 8:00 a.m. to 6:30 p.m. and Congressional Fellowship Session on Day 3 from 4:30 p.m. to 6:00 p.m.

The JMC approved deleting the AMS Committee on Science Policy Government Speaker from the block schedule.

IV. FUTURE LOCATIONS

A. January 9-12, 2013, Wed.-Sat., San Diego, CA (Benkart/Venema)

Status Report. There were no changes to date.

B. January 15-18, 2014, Wed-Sat., Baltimore, MD (Miller/Venema)

Status Report. There were no changes to date.

C. January 10-13, 2015, Sat-Tues., San Antonio, TX (Weintraub/Venema)

Status Report. There were no changes to date

D. January 6-9, 2016, Wed-Sat., Seattle, WA (Lapidus/Venema)

Status Report. Two overflow hotels have been signed for this meeting with confirmed 2016 rates. Contracted hotels so far for 2016 were listed below. Their blocks represent 60% of the total citywide block.

Sheraton Seattle-\$177 single/double and \$133 single/double (estimated 2016 rates)
Westin Seattle-\$139 single/double and \$104 single/double (confirmed 2016 rates)
Renaissance Seattle-\$139 single/double and \$129 single/double (confirmed 2016 rates)

E. January 4-7, 2017, Wed-Sat., Atlanta, GA (Benkart/Venema)

Status Report. There were no changes to date.

F. January 10-13, 2018, Wed-Sat., San Diego, CA (Miller/Venema)

Status Report. There were no changes to date.

G. January 2019

Pina, Daverman, and Venema will conduct site visits of the New Orleans Warehouse area and the Washington DC downtown area in early 2012 (February and March). Results of these site visits will be presented to the committee at the next JMC meeting. The JMC will then make a decision on Washington DC, Baltimore, or New Orleans as the site for 2019.

ACTION ITEM: The JMC agreed that the DoMC should approach Boston for a proposal for JMM 2021.

V. OLD BUSINESS

A. Minutes

The minutes of the JMC meeting held August 23, 2011 in Providence, R.I. were attached and formal approval was requested. **(Attachment #6)**

ACTION ITEM: The minutes of the JMC meeting held in August 2011 in Providence RI were formally approved.

B. Other Organizations

A list of organizations approved by the DOMC was attached.
(Attachment #7)

C. Revenue Reports

1. Exhibits Revenue

- a. As of December 9, 2011, revenue from exhibits totaled \$176,514.00. A report on exhibit sales was attached. There were eight new exhibitors signed in 2012.
(Attachment #8a) Joint Books and Journals exhibit revenue totaled \$1546.00.
(Attachment #8b) The total revenue from this project totaled \$178,060.00 versus \$175,687.00 budgeted.

Two new exhibit booths were added on site.

A list of free or discounted booths and/or tables granted at this meeting was also attached. **(Attachment #9)**

- b. It should be noted that the exhibits revenue for this year includes revenue from the AMS and MAA booths in the amount of \$34,995.00, so the total revenue for comparative purposes is \$141,519.00. Total exhibits revenue in New Orleans (not including the AMS and MAA booths) was \$136,098.00 and in San Francisco (not including the AMS and MAA booths) was \$130,770.00.

2. Advertising Revenue

a. Advertising in the Program

As of December 9, 2011, advertising revenue for the program totaled \$19,810.50 versus \$17,821.00 budgeted. **(Attachment #10)**

b. Badge and Program Mailing

Revenue from the badge and program mailing totaled \$5,070.00 versus \$6,760.00 budgeted. A report on the contents of the mailing was attached.
(Attachment#11)

There were four companies that included flyers last year did not this year due to budgetary restrictions.

c. Newsletter

As of December 9, 2011, revenue from the newsletter totaled \$398.00 versus \$52.00 budgeted. More revenue was expected at the meeting.

3. JMM Sponsorship Program

Sponsor revenue totaled of \$28,199.00 versus \$22,500.00 budgeted. A list of sponsors was attached. For comparison, total sponsorship revenue for the 2011 JMM was \$25,000.00. **(Attachment #12)**

ACTION ITEM: The JMC agreed that the DoMC should explore sponsorship and advertising

opportunities for the following: newsletter online, newsletter sent in email, JMM app and signage.

4. Miscellaneous Revenue

a. Mailing Lists

No mailing lists have been sold for this meeting.

b. Room Rental

Eight commercial groups paid a total of \$5,600.00 to use JMM meeting space in the hotel and convention center. There was no budget for this category.
(Attachment #13)

D. Exhibits

Exhibits Advisory Subcommittee in Boston, MA

The DOMC shall serve as the Chair each year. The subcommittee met earlier this week. Pina gave an oral report on the ideas discussed at the meeting.

Pina reported that exhibitors agreed that the key to a good sponsorship is continuous visibility. They would rather have the exhibitor invitation sent in email to all contacts in their company rather than print version sent in mail. They thought sponsorships and advertising for the newsletter, mobile app and signage were all good ideas. It was also suggested to have the newsletter posted online and to email it daily at the meeting to participants, giving them the option to opt out of the email.

E. JMM Budget Projections

The JMC budget projections attached reflect Boston 2012 as of October 31, 2011. San Diego 2013 projections will be sent to the JMC in the spring before the AMS and MAA receive the final budget for Boston. **(Attachment #14)**.

F. ADA Compliance

The DOMC will continue to keep monies in the budget for future requests.

Pina reported that we used money in the contingency budget for CART and interpreting services for two participants at this meeting.

G. Child Care at the JMM in Boston, MA and San Diego, CA

Pina reported on the status of child care for this meeting and will report on the child care income at the next JMC meeting. Does the JMC wish to discuss future child care for the San Diego JMM?

Pina reported that there were sixteen children in child care and that this was the most children we have ever had. Two more staff members were added onsite because of the additional children. Two children also had special needs but this did not present a problem for KiddieCorp.

ACTION ITEM: The JMC agreed to provide child care for the 2013 JMM.

H. “Green” JMM Campaign

The DOMC continues to emphasize the importance of reducing the environmental impact of this meeting. A list of the eco-friendly efforts made at this meeting was included in the program. A copy of this page was attached. (**Attachment #15**)

- I. Math Art Exhibit.** The JMC approved having the AMS and MAA Presidents pick two people each for a Task Force to determine the procedures and policies for the Math Art Exhibit. Have the Presidents chosen the Task Force yet?

Daverman informed the JMC that the Task Force is in place and is operating. The members are Annalisa Crannell (chair), Bill Casselman, Frank Farris, Razi Sarhanji.

J. Broadcasting at JMM.

In early June, a representative from WebsEdge, a broadcasting company, contacted Ellen Maycock to discuss the possibility of doing filming at the JMM. This company would film each day at the JMM and create a broadcast at the end of the day with highlights of the day. The broadcast would be shown at the Hynes Convention Center and also on channels at the headquarters hotels. WebsEdge would also create a collection of 5-minute documentary shorts, which would be integrated into the broadcast. WebsEdge would charge organizations to make these documentaries, which funds the whole operation. This project would be free of charge to the JMM.

The JMC approved using WebsEdge broadcasting at the 2012 JMM Boston. The broadcasting should be done in both of the co-headquarters hotels and they want to see a) more of the meeting covered, b) clips of exhibitors, and c) no recordings of talks. Maycock will report on the status of this operation. The JMC was asked if they want to consider using WebsEdge for any future JMM’s.

Some comments were:

- It was good that Maycock was able to review the films before they were broadcasted.
- One sponsor complained about the location of the monitors.
- One sponsor thought that the broadcastings would be shown continuously before the plenary lectures and they weren’t.
- One sponsor complained that there were only three monitors in the center and that some did not have sound. It was also difficult to find the channels in the hotel rooms.
- A few sponsors stated that they were told by WebsEdge that they were recommended by the AMS and MAA to participate in this broadcasting
- A question about JMM TV should be added on the survey.
- It was not easy to find on the web.
- Overall it was positive and enhanced the meeting.

Pearson suggested that the JMC think about hiring someone to record events at the meeting. Then the JMC would have full control of what was being done and sponsors wouldn't have to pay so much to participate in the broadcasting.

ACTION ITEM: The JMC will make a decision for using WebsEdge for any future JMM's at the summer JMC meeting.

K. Mobile Apps

The JMC agreed that Pina would go ahead with trying an app for this meeting that would be provided by SwiftMobile, provided that a) it is free, b) it would require very little effort by staff, and c) that the committee would be able to see a sample before it is made public. As of 12/12/11, this was still a work in progress. Pina reported on the status.

Pina stated that there were mixed feelings about the app provided as part of the Hynes app. It did not have adequate functionality.

ACTION ITEMS: The JMC agreed to add a question to the survey about the app. The JMC also agreed that Pina should draft a mobile strategy that the JMC can review at the summer JMC meeting. Options for a scheduler should be included.

L. Terms of Use and Copyright for JMM website

In August, Don McClure suggested that the Joint Mathematics Meetings website should include a page that explains terms of use and asserts copyright for the site. The two attachments show (1) a recently developed statement from www.ams.org that addresses the same needs and (2) a markup of that statement that highlights wording that need to be changed in order to adapt the statement for use on jointmathematicsm meetings.org.
(Attachment #16a-b)

ACTION ITEM: Recommendations were made to add a terms of use and copyright statement that includes a note that the JMC represents the AMS and MAA. McClure will make the changes and forward to the JMC for review and approval.

VI. NEW BUSINESS

Streamlining the Joint Prize Ceremony

Currently the Joint Meetings Committee has adopted a "no growth" policy for the Joint Prize Ceremony. Two AMS Policy Committees have initiated discussions about planning for the award of more prizes in the future, whether they are done in different venues or in the current joint ceremony. Don McClure and Bob Daverman would like to inform the full committee about the direction of those discussions. We expect to propose action on this item at the next JMC meeting.

Suggestions for streamlining the Joint Prize Ceremony were:

- Have a stage manager to help with timing of the session
- Secretary should remind winners there should be no self promoting
- Have the JPBM award given at the luncheon

ACTION ITEM: The AMS and MAA presidents will discuss ways to streamline the Joint Prize Ceremony.

Not on Agenda

Outside Media at the JMM

ACTION ITEM: The JMC agreed that they should be informed by email of all media that will be used at the JMM.

MPE2013

ACTION ITEM: The JMC agreed that MPE2013 needs an identifier, maybe a logo, so that all sessions and the Joint Invited Addresses can be flagged in the program.

Porter Lecture

ACTION ITEM: The JMC agreed that an email will need to be circulated soon with regards to a decision on whether the Porter lecture should continue or not at future JMM's.

VII. DATES AND LOCATIONS OF FUTURE JMC MEETINGS

A. Summer 2012

The DOMC would like to hold a summer JMC meeting. The JMC was asked to meet this summer. If yes, the DOMC will look into dates for 2012. The JMC was asked if they would like to meet in Washington this year.

ACTION ITEM: The JMC will meet on May 21, 2012 at the AMS Headquarters in Providence.

B. San Diego, CA, 2013

The committee will meet Saturday, January 12, 2013, at 8:00 a.m. in San Diego, CA.

VIII. FOR INFORMATION ONLY

Committee Membership

For the convenience of the committee, a current list of committee members, guests and staff, including addresses and other contact information, was attached. (**Attachment #17**)