

**American Association of Philosophy Teachers
15th Biennial International Workshop/Conference on Teaching Philosophy
University of Toledo, Toledo, Ohio
Board of Officers Meeting
August 8, 2004**

Board members in attendance: Daryl Close, President; Donna Engelmann, Vice President; Robert Timko, Treasurer; Betsy Decyk, Executive Director; Nancy Slonneger Hancock, Past Executive Director; Steve Bickham, Chair, Policies and Procedures Committee; Tziporah Kasachkoff, Board Member at Large
Guests: John Wager, Webmaster; William Johnson

President Daryl Close called the meeting to order at 10:45 AM.

The board discussed the conference services and program. In response to complaints from the board about the unavailability of vegan and vegetarian food options, and to concerns about whether the food service provided the hours of service specified in the contract, Bob Timko will investigate. For the future, the contract should specify that tables be set up outside for the picnic, and numbers served should be adjusted downward toward the end of the conference to minimize waste. Close will write a letter to the president of the University of Toledo commending him and thanking him for the wine and cheese. Engelmann has thanked the food service director for the courtesy and responsiveness of his employees. The fall-off in attendance toward the end of the conference may argue for shortening the term of the conference. We have scheduled the conference to run over Saturday night for reduced plane fares, and we should check whether this is a compelling reason to keep scheduling to Sunday morning. Perhaps we could look into scheduling a single plenary type session on the last morning, rather than a session with multiple workshops. This question – term of the workshop – should go onto a list of listserv topics for the board to discuss. John Wager agreed to set up a list board which will maintain the threads of various discussions. Wager will look into purchasing new software which would send out an email to alert board members that a discussion is going on – they would go to the website to participate. Wager will also try out Delphi (a course management site) and set up both forms of discussion in a trial run.

In response to queries from graduate students and others about whether AAPT has a listserv for discussion of teaching, Decyk will send an email to all of this conference's participants to alert them to the existence of the listserv.

Suggestions for questions on the next conference survey should include questions about how participants heard about the conference and questions about the scheduling of the conference. These questions could also be included in listserv discussion. The membership form should include a check box that says "check here if you do not want to be added to the listserv." Nancy Hancock, Betsy Decyk and Arnold Wilson are current listserv co-owners. Anyone who comes into the listserv gets a message asking them to subscribe, and they are added to the listserv membership by the list managers. The list is hosted by University of Cincinnati, and Betsy and Nancy will continue to be co-owners.

The letterhead should have the list address and the web address, which will be done after new officers are elected. John Wager suggested that the board should take advantage of an as-yet unused feature of the website, password-protected file storage. There was some discussion of whether the proposed resolution in support of the AAUP statement on contingent labor should be on the listserv, since this issue might not be perceived as directly related to teaching, and because the listerv includes persons who are not AAPT members. Steve Bickham volunteered to write a letter for the AAPT newsletter on what other kinds of things the AAPT could do to support teaching in the institutions where our members are employed. He suggested that we create a list of participants' emails and institutional and organizational web addresses for the next conference program, asking on the conference application whether attendees are willing to have this information posted on the AAPT website. Decyk noted that the deadline for conference site proposals for the 2006 conference is January 05. One possibility is a conference at the University of Delaware, perhaps co-sponsored by the Committee on Computers and Philosophy. Close will approach Lloyd Mitchell of Washington and Jefferson to discuss whether they are interested in reapplying to host a conference. Site visits will happen in February, with a site decision by May of 2005.

Nancy Hancock agreed to consider taking the position of Director of Public Relations.

Close and Decyk asked board members to contribute to the creation of a board handbook by writing a description of whatever position/s they have held on the board. Timko will write a position description for treasurer, Hancock for book display coordinator, Steve Bickham for chair of Awards and Speakers Committee and Policies and Procedures Committee, Engelmann for Vice President and chair of the Lenssen Prize Committee.

Close referred to his memorandum on board operations in regard to future meetings of the board. He suggests meeting twice a year at Eastern and Central Division APA conferences. Recognizing that funding limitations may limit attendance at a board meeting to 4 or 5 people, it might be better to meet only once, and alternate between the Central and Pacific meetings for an annual meeting. Board members agreed to try to attend the Eastern Division meeting in December 2005. The board agreed to attempt to find meeting space rather than meeting over meals. Decyk will inform the board by email of the time and location of the meeting at the Eastern Division APA. Questions were raised about what constitutes a quorum for the board, and whether the board operates under Robert's Rules of order, which it seems has been the case. It was suggested that further discussion of this issue take place on the board list. Decyk will also investigate the possibility of using a conference call telephone system. The board passed a motion to provide the executive director's costs to travel to the Eastern Division APA meeting.

Close adjourned the meeting at 11:50 AM.