

Agenda

SCS Business Meeting

11/1/2007

6:30 PM – 7:20 PM

International Precision Teaching Conference
Kansas City, MO

Meeting called by:

Michael Fabrizio

Agenda topics

2 minutes	Welcome & call to order	Michael Fabrizio
5 minutes	Treasury Report	Nancy Hughes-Lindsley & Chuck Merbitz
2 minutes	Report on status of the 20 th annual IPTC	Nancy Hughes-Lindsley & Courtney Peppers- Owen
5 minutes	Progress report on planning for the 21 st annual IPTC	Marlene Cohen
5 minutes	Selection for the location of the 22 nd IPTC	Michael Fabrizio
5 minutes	Vote on the amendment to SCS by-laws	Michael Fabrizio
10 minutes	Report on meeting of SCS Executive Council re: electronic distribution of <i>JPTC</i>	Michael Fabrizio
16 minutes	New business	Michael Fabrizio

Special notes:

These minutes not only reflect items discussed at the business meeting in November 2007, but also updates on the items discussed that have happened between November 2007 and the beginning of February 2008.

Agenda topics

Welcome and call to order

Michael Fabrizio

Background:

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Discussion:

- The SCS formally recognized and thanked Nancy Hughes-Lindsley, Scott Born, Megan Willesen, Courtney Pepper-Owens, the Behavior Research Company, and the Ogden Lindsley Archives for their wonderful work in planning and executing the 2007 IPTC.

Conclusions:

Action items:	Person responsible:	Deadline:

Background:

Discussion:

- The SCS is supported mainly by membership dues and conference revenues (registration & workshop fees)
- As of 11/6/2007, the SCS had the following monies deposited in their accounts:
 - Main bank account = \$26,002.24
 - PayPal account balance = \$33,902.57
 - TOTAL = \$59,904.81
 - PLEASE NOTE: This total does NOT reflect expenses associated with the 2007 IPTC
- Major conference expenses associated with the 2007 IPTC:
 - Major conference fees included:
 - Venue/Accommodations = \$30,425.44
 - Printing and Reproduction = \$1,836.92
 - Professional Services = \$2,859.00
 - TOTAL major expenses for the 2007 IPTC = \$35,121.36
- As of 1/1/2008, the SCS had the following monies deposited in their accounts:
 - PayPal account balance = \$3,680.41
 - Main bank account balance = \$26,940.82
 - TOTAL as of 1/1/2008 = \$30,621.23
 - PLEASE NOTE: This total balance DOES reflect the SCS's balance after payment of all expenses associated with the 2007 IPTC
- In January 2008, the SCS purchased the accountants' version of QuickBooks to allow for easier tracking of SCS revenues and expenses, and to make tax reporting more expedient
- In February 2008, all but approximately \$4,000.00 of the SCS's funds were moved into a high yield money market account
 - This should allow the SCS to earn a bit of interest while also allowing the SCS to access its funds easily to pay for expenses such as printing of the *Journal of Precision Teaching and Celeration*

Conclusions:

Action items:	Person responsible:	Deadline:		
Report on status of the 20 ^h annual IPTC		Nancy Hughes-Lindsley & Courtney Peppers-Owen		
Background:				
Discussion:				
<ul style="list-style-type: none"> • 137 registered for the 20th annual IPTC, as of today, 102 have checked in • 10 workshops, 78 registered for those workshops 				
Conclusions:				
Action items:	Person responsible:	Deadline:		
Report on the status of the 21 st annual IPTC		Marlene Cohen		
Background:				
<ul style="list-style-type: none"> • The next IPTC will occur in November 2008 in Princeton, New Jersey • As of the SCS business meeting, firm dates were not established as Marlene is still searching for an appropriate venue for the event 				
Discussion:				
<ul style="list-style-type: none"> • Marlene advised that coordinators of the IPTC need to select conference hotel locations and conference dates more than 1 year in advance 				
Conclusions:				
Action items:	Person responsible:	Deadline:		
1. Select a venue and dates for the 21 st annual IPTC (November 2008)			1. Marlene Cohen	1. May 2009
2.			2.	
3.			3.	
4.			4.	

Selection of the location of the 22nd IPTC

Michael Fabrizio

Background:

- In November 2006, Rick Kubina suggested that the 21st (2008) IPTC be held at Penn State
- Michael Fabrizio suggested Rutgers due to their ongoing research program related to PT

Discussion:

- Because of hotel booking very far in advance for conference events, it was suggested that Rick Kubina contact hotels in the area of Penn State and secure a location for the 22nd conference now

Conclusions:

- Motion made and passed without objection to hold the 22nd IPTC at Penn State in November 2009

Action items:	Person responsible:	Deadline:
1. Rick book hotel dates now to ensure we get the dates & hotel we want	1. Rick Kubina	1. May 2008

Background:

- During previous SCS business meetings, the SCS sought to increase members' access in terms of voting on important SCS matters such as elections
- During the November 2006 SCS meeting at the IPTC, Clay Starlin agreed to craft a revision to the SCS by laws that would allow electronic voting by members in important SCS matters
- Clay Starlin wrote such a proposed revision to the by laws
- Michael Fabrizio circulated the proposed changes to the membership via the SCS ListServ on 1/18/2007 to allow the membership adequate access to the proposed changes to the SCS by-laws
- The proposed modifications to the SCS by-laws read:

“Article V Elections and Votes

All elections of officers and votes regarding policies or amendments to these by-laws shall be carried out in a free and fair manner. All newly elected officers assume office upon their election.

Officers may be re-elected to the same office. The Society shall retain the right to add qualifications to re-elections, including whether an intervening term passes between the holding of offices. Any member of the Society may nominate candidates for any office of the Society. However, no official endorsement shall be made by or on behalf of the Society for any candidate, and no materials or other property of the Society may be used by, for, or on behalf of any candidate for any office.

To ensure "institutional memory" and continuity in the Executive Council, the Society may stagger the terms of various offices. This means holding elections for some officers one year, and the other officers the following year.

All decisions regarding the adoption of policies of the Society shall be by a simple majority vote, except for Amendments to these By-Laws, which shall require a two-thirds majority vote.

All major decisions (e.g., election of officers, adoption of policies, amendment of by-laws) shall be accomplished through an electronic (or equivalent) ballot of SCS members. The Secretary shall maintain a current listing of all SCS members and send an electronic (or equivalent) ballot to each member each time a decision requiring a vote of the membership is required. The Secretary shall compile the results of each

vote and notify the membership of the results in a timely manner."

The italicized text above reflects the proposed addition to the existing text in Article V of the SCS by-laws.

Discussion:

Conclusions:

- Motion made and passed to make the above proposed modifications to the SCS by-laws

Follow-up Notes:

- The SCS has begin the process of modifying the SCS website to allow SCS members on-line voting on SCS matters
- The SCS anticipates holding its first on-line voting in April or May 2008 on items presented at the May 2008 business meeting at the Association for Behavior Analysis conference

Action items:

- Modify the SCS by-laws to reflect the approved changes

Person responsible:

- Michael Fabrizio

Deadline:

- May 2008

10 minutes

Report on the SCS Executive Council's decision re: Michael Fabrizio
electronic publication of *JPTC*

Background:

- The SCS Executive Council met via telephone on October 16, 2007 to discuss the matter of electronic distribution of *JPTC*
- Attending were:
 - Michael Fabrizio, Abigail Calkin, Nick Berens, Chuck Merbitz
- The SCS Executive Council discussed the matter of electronic publication of *JPTC* and decided as follows:
 - All back issues of *JPTC* will be made available freely to the public via electronic download from the SCS website with the exception of the most current two (2) issues
 - Electronic access to the most recent two (2) issues will be restricted to current SCS members only
 - This is very similar to the way in which the *Journal of Applied Behavior Analysis (JABA)* is now set up
 - Effective following the next issue of *JPTC*, membership in the SCS will entitle members to receive an electronic subscription to *JPTC*
 - Anyone who wishes to purchase printed copies of *JPTC* may do so through a print-on-demand service, which the SCS will set up
 - All current SCS members will receive a free CD-ROM containing all back issues of *JPTC*
 - Michael Fabrizio will send out bid requests to have the following work completed on behalf of the SCS:
 - Construction of an interface and related supporting structures that will allow for full text searches of the *JPTC*
 - Placement of all back issues of *JPTC* onto the SCS website along with the interface needed to allow for full text search capabilities

Discussion:

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Conclusions:

Follow-up Notes:

- In December and January of 2008 the final few printed issues of *JPTC* were scanned and all scanned issues were checked for accuracy and completeness against the printed versions of *JPTC*
- Starting in January 2008, back issues of *JPTC* began to be placed on the SCS web site, accessible to current SCS members
 - Immediately after back issues of *JPTC* began to be placed on the SCS website, 6 new members joined the SCS
- The SCS will continue placing back issues of *JPTC* on the SCS site. Once all back issues are on the SCS site, the SCS will make access to those issues open to both members of the SCS and non-

members, however, only current members will have access to the most recent issues of *JPTC* after the next issue is printed

- The next issue of *JPTC* arrived at the printers in January 2008 and will be printed and distributed prior to the next SCS business meeting in May 2008

Action items:	Person responsible:	Deadline:

New Business: Membership	Michael Fabrizio
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Background:

- The SCS would like most actions associated with maintaining and running the SCS to be converted such that these actions occur through the SCS web site
- Scott Born proposed a policy that membership renewals, voting, & other transactions will take place through the SCS web interface

Discussion:

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Conclusions:

- Motion made, seconded, and passed

Action items:	Person responsible:	Deadline: