Constitution Changes

The changes are in italics.

By-Laws

ARTICLE 1. TERMS & DUTIES OF OFFICERS

SECTION 1. The term of office . . . . . The executive secretary shall serve for a minimum of three years and a maximum of five years at the discretion of the Steering Committee.

SECTION 3. The president-elect, in the absence or at the request of president, shall perform all duties of the president, recommend ...(rewritten to eliminate the "assumed" he)

SECTION 4. The first vice-president is expected to attend the executive board meetings, be the fall program chair and fulfill duties as outlined in the Executive Board Handbook.

SECTION 5. The second vice-president elect is expected to attend the executive board meetings and will be responsible for the program the following year and fulfill duties as outlined in the Executive Board Handbook.

SECTION 6. The second vice-president is expected to attend the executive board meetings, serve as the local arrangements at the host institution and fulfill duties as outlined in the Executive Board Handbook.

SECTION 7. The secretary is expected to attend the executive board meetings, keep minutes of the Association and Steering Committee and fulfill duties as outlined in the Executive Board Handbook.

SECTION 8. The executive secretary is expected to attend the executive board meetings, provide information about the state of the organization and fulfill duties as outlined in the Executive Board Handbook. The executive secretary is a non-voting member of the Executive Board.

SECTION 9. The past president is expected to attend the executive board meetings, evaluate the currency of the constitution and fulfill duties as outlined in the Executive Board Handbook.

SECTION 11. The association historian shall maintain a permanent archive of Association publications, minutes and other memorabilia. The historian is a non-voting member of the Executive Board.

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AMCBT STEERING COMMITTEE MINUTES
19 September 1996
Place: Loras College, Alumni Campus Center, RM 544 Arizona Room
Time: 9:55 pm


I. Called to order by Tim Mulkey.
II. Minutes of previous meeting were approved.
III. Announcements.
   A. Program
      1. Tom Davis
         a. Galena and Dubuque tours were canceled due to lack of interest.
         b. Field trips will begin at 8:00 am.
         c. 85 participants have registered; may increase by 10-15.
      2. Ethel Stanley: There have been five cancellations and five additions
   B. The AMCBT Homepage(Tim Mulkey)
      1. It now has a searchable member database that lists email, fax, url, and office phone.
      2. Digital photos will be obtained at each meeting for inclusion on the homepage.
      3. Proceedings, Newsletters, and Bioscience issues have been scanned and presented on the homepage. However, due to the poor quality of some originals, many need to be retyped. Funding for this conversion is needed.
      4. Dick Wilson agreed to have workstudy students do some of the retyping during 1997.
C. Membership
   1. Dick Wilson reported that his students have put together an extensive list of the Chairs of Biology Departments from around the midwest.
   2. Wm. C. Brown will advertise AMCBT in their mailings
D. W.B. Saunders has an "Active Science Book" that is available to members for free
E. If Claire Rhinehart does not attend this meeting, he should be replaced

IV. Reports of Officers.
   A. Executive Secretary (Ed Kos)
         We are in the best financial condition that we have seen in a number of years. AMCBT is currently registered as a non-profit organization in Iowa. Iowa is changing the rules and regulations for non-profit status, and we may need a designated agent for AMCBT in Iowa. Tom Davis has agreed to be our agent.
      2. Membership. Renewals have been good this year.
   B. Bioscene Editor (John Jungck) Articles are needed for the upcoming issues of Bioscene. Editorial Board members are responsible for getting one article per year. Board members will rotate on and off the Board.
   C. Constitution
      1. Are we the Association of Midwest or Midwestern College Biology Teachers? - no decision made concerning the name
      2. Proposed Constitutional Revisions (see Appendix B).
         a. Harold Wilkinson expressed concern regarding limiting the term for the Executive Secretary to 3-5 years.
         b. New Historian to consolidate AMCBT documents

   1) Austin Brooks, Wabash College, IN may have Labs That Work series
   2) Joe Kapler, Loras College, IA may also know the whereabouts of the Labs That Work series.
   c. Proposed constitutional changes were approved
   D. Meeting Sites
      1. Kearney has had a disruption in air service, so they are backing out of hosting the 1997 meetings
      2. Beloit has agreed to host the 1997 meetings
      3. A revised schedule of future meetings:
         1997—Beloit College, Beloit, WI, 16-18 October.
         1998—Rockhurst College, 15-17 October or Kearney if air service is restored
         1999—University of Wisconsin at River Falls, River Falls, WI
         2000—Indiana State University, Terre Haute, IN
      4. This revised schedule will be announced in the spring Bioscene after a final determination for 1998 has been made.

V. Adjournment: 11:30 pm.

Respectfully submitted, Buzz Hoagland, 14 January 1997

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AMCBT STEERING COMMITTEE MINUTES
21 September 1996

Place: Loras College, Alumni Campus Center, Rm 544 Arizona Room
Time: 1:15 PM


I. Called to order by Leona Truchan.

II. Presidential Appointments.
   A. 1997 Program Chair will be Nancy Sanders and John R. Jungck will be Local Arrangements Chair
   B. Ed Kos is the Historian
   C. Marc Roy is the Executive Secretary
      1. Everything will be shifted to Beloit College
      2. Marc will be sent to Rockhurst to facilitate a smooth transfer
   D. Tom Davis will have the Power of Attorney for AMCBT
   E. Norman Waldow as been replaced by Terry Derting

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F. Dick Wilson is the Chair of the Nominations Committee
G. Bill Brett is the Chair of the Honorary Life Committee
H. Buzz Hoagland is 1st Vice President for 1999

III. Thank you letters
A. Will be composed by Buzz Hoagland and forwarded to Leona Truchan for her signature and mailing
B. Should be sent to:
   1. All presenters
   2. Ed's administrators
   3. Administrators of the members of the Steering Committee
   4. Administrators of the members of the Bioscene Editorial Board
   5. Marion Johnson's administrators acknowledging her Life Membership

IV. Bioscene
A. Motion to appoint Ethel Stanley and Tim Mulkey as co-editors of Bioscene was m/s/p
B. Dick suggested that Bioscene print an announcement indicating that it is a refereed journal
C. Motion to make a CD available in 1998 that will include all publications of AMCBT and a history, if possible, was m/s/p. Funds will be allocated for publishing the AMCBT History Monograph. Rockhurst College will archive bound materials for the History Monograph.

V. New Business
A. Beloit Meeting in 1997
   1. Possible themes
      a. Students as teachers
      b. Coherence
      c. Continuity
      d. Constructing Coherent Curricula: Pushing the Boundaries
   2. Interdisciplinary session should be included
B. Next Steering Committee Meeting in Beloit
   1. 8-9 February
   2. Alternate is 22-23 February
   3. Nancy Sanders, Marc Roy, John Jungck, and Leona Truchan will develop the agenda for that meeting
C. Recruitment
   1. Need to focus on Minnesota, Ohio, and Michigan
   2. Dick has a list of Chairs of Biology Departments from 13 midwest states
   3. Wm. C. Brown has agreed to include recruitment materials with their mailings
   4. Committee to develop recruitment flyer consisting of marion Johnson, Dick Wilson, Tom Davis, and Marc Roy was established—flyer should celebrate the history and achievements of AMCBT
   5. Marc will develop a membership list
D. Constitution
   1. We need to review the Bylaws and the Constitution
   2. Ann Larson will review the Duties of Officers and propose revisions
E. John Carlock Fund—Bill Brett will report to the Committee after discussion of the issues with Jan Carlock

VI. Adjournment: 2:28 pm.

Respectfully submitted,   Buzz Hoagland, 14 January 1997

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AMCBT BUSINESS MEETING MINUTES
21 September 1996
Place: Loras College, Alumni Campus Center, Ballroom
Time: 12:04 pm
Present: Many members of AMCBT

I. Called to order by Tim Mulkey.
II. Presentation of the Cherry Pie to Ray Reed by Bill Brett.
III. Old Business.
   A. Executive Secretary's Report—Ed Kos
      1. AMCBT finished 1995 in the black.
      2. As of 9/19/96 there have been 145 renewals, slightly ahead of 1995.
IV. New Business.
   A. Elections—Marc Roy

News and Notes
1. Tom Davis and Ann Larson are new Steering Committee members.
2. Karen Klyczek is the President Elect.

B. Constitution
1. Motion to suspend the Constitution for the purpose of passing revisions was m/s/p unanimously.
2. Motion to adopt Resolution #1 (see Appendix B) was m/s/p unanimously.
3. Motion to adopt Resolution #2 (see Appendix B) was m/s/p unanimously.
4. Members were urged to please read through the Constitution carefully and send any comments to any Steering Committee member by February 1997.
5. Tom Davis has agreed to AMCCT's agent.

C. John Carlock Funs—Bill Brett
1. The fund currently has approximately $5000.00.
2. We would like the value to increase to $10,000.00 through donations.
3. Interested from the Fund will be used to assist graduate student attendance at annual AMCCT Meetings.

D. Host Resolution—Buzz Hoagland (see Appendix C) was m/s/p unanimously.

E. Bioscène—John Jungck
1. It is on the web page
2. It will soon be available on CD
3. Ethel Stanley needs help converting back issues of the Newsletter, Proceedings, and Bioscène into digital text
   b. Other volunteers are needed.
4. Resolutions
   a. All Bioscène publications will occur in print and on the AMCCT Homepage—m/s/p unanimously
   b. Credentials will not be listed after the author( s) name(s)—m/s/p unanimously
5. Please write-up your presentations and send them to John Jungck

6. Editorial Board
   a. All members serve 3-year terms
   b. Retiring members—Ray Reed, George Gaorian, Phyllis Kingsbury, and Bob Wallace
   c. New members—Terry Detring, Charlie Bicak, Harold Wilkinson, and Cynthia Batrel
7. New format—there will be a special issue each year which will include 8-10 4-page Labs That Work

F. Tim Mulkey made a call for volunteerism and handed out sign-up sheets.

G. Next year’s meeting at Beloit College, Beloit, WI
1. Marc Roy invitation to Beloit on 16-18 October
   a. Easy bus service from Chicago
   b. Easy automobile access
2. Program Chair will be Nancy Sanders

V. Tim’s Presidential remarks
A. AMCCT is a unique organization
1. Throughout its long history, the main focus of AMCCT has been teaching
2. Other societies are experiencing rebirth as they are beginning to recognize the importance of teaching
3. AMCCT is the professional organization to:
   a. Put up a web page—400,000 people have accessed our site
   b. Place all its publications on the web

B. Recruitment
1. Each member should recruit 2 new members in 1997
2. Our recruitment poster will be on the web page
3. We should get business cards with AMCCT advertised
4. The hardest part of the President’s job is recruitment

VI. Handing over of the gavel
A. Leona Truchan accepted the helm from Tim Mulkey
B. She reiterated the need for participation by all members of AMCCT

V. Adjournment: 1:05 pm

Respectfully submitted, Buzz Hoagland, 14 January 1997

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AMCBT STEERING COMMITTEE MINUTES
22 February 1997
Place: Beloit College, Science Building, Chamberlin 215
Time: 12:30 pm

Present: Bill Brett, Tom Davis, Buzz Hoagland, John Jungck, Karen Klyczek, Ed Kos, Ann Larson, Suzanne Martin, Tim Mulkey, Marc Roy, Ethel Stanley, Nancy Sanders, Leona Truchan

I. Called to order by Leona Truchan
II. Minutes of the AMCBT Steering Committee meeting 9/19/96 and 9/21/96 and the AMCBT business meeting of 9/21/96 as amended were m/s/p unanimously. (see attached)

III. Motion to approve the Agenda. m/s/p unanimously.

IV. Old Business—Reports of Officers
A. Executive Secretary—Ed Kos. See 3-Appendix A.
   1. Financial. Checking account has approximately $12,000 and the Carlock Fund has approximately $4300.00.
      a. Motion by Bill Brett: Marc should place monies that are not needed for immediate use into an investment fund. m/s/p unanimously
      b. Carlock Funds should also be placed into CDs or some type of short term investment fund.
   2. The transfer from Rockhurst to Beloit is going smoothly.
B. Loras Meeting participation appreciation letters were drafted and forwarded by Buzz Hoagland to Leona Truchan for signing and mailing on 10 January 1997. Diane Bell’s administrators (Avila College, Kansas City, MO) apparently never received the letter, so an additional letter was sent by Buzz directly to Avila College. Copies of letters were not sent to participants due to confusion over responsibility. Copies of letters will be forwarded to participants by Buzz Hoagland. Letters were late this year due to the difficulty in obtaining names and addresses of letter recipients. Future meeting request for presentation forms should have blanks for this information.
C. Nomination Committee. John Jungck is looking for nominations for President Elect, Secretary, and two Steering Committee Members
D. Honorary Life Membership. Bill Brett and Ed Kos will prepare a list of candidates by Sunday AM.
E. Ethel reported that the logo contest has only three submissions (all from her) and that we need to pursue this project with greater enthusiasm than has been previously demonstrated. We need a logo by 1 May 1997. All submissions should be in electronic format (i.e., TIFF, GIF, JPEG, EPS), in black and white and in color. Marc will be in charge of having the official stationery reflect the logo and any other changes.
F. Tom Davis reported that the Association of Midwestern Biology Teachers was incorporated in IowA.

Motion: Resolution to be presented before the membership at the Beloit Meeting to amend the Constitution to change the name of AMCBT to ACBT (Association of College Biology Teachers). m/s/p unanimously.

V. New Business
A. Agenda for Beloit Meeting October 16-18, 1997
   1. Theme: “CONSTRUCTING COHERENT CURRICULA: PUSHING THE BOUNDARIES”
   2. Program chairperson report: Nancy Sanders: Preliminary Program is in development. A draft copy was distributed.
   3. Tour of the facilities.
   4. Reception may be in Godfrey (Anthropology Museum) and if requested in advance we should be able to visit the 3rd largest collection of Cave Art in the world.
B. Dinner break 5:30-7:00 pm
C. Evening Meeting (7:00-9:00 pm)
   1. Beloit Meeting
      a. John Jungck suggested extending the Beloit Meeting through Sunday for 12 AMCBT members to interact with a PEW Meeting being held at Beloit.
      b. Nancy Sanders and Ethel Stanley are working on the program and the fliers.
   2. Recruitment fliers are being developed by Marc Roy, Ethel Stanley, and Karen Klyczek. They will contain some of the information currently presented on a poster prepared by Karen Klyczek and Ethel Stanley.
   3. Tom Davis indicated that Wm. C. Brown is still willing to send out fliers for AMCBT.
   4. Constitution revisions: Ann Larson
      a. Descriptions of duties should be sent to former officers and Steering Committee members for review. Buzz Hoagland and Leona Truchan will work on a letter soliciting comments on constitutional revisions.
b. Name change needs to be presented as a resolution to the membership at the Beloit Meeting.

5. Future Meetings
1998—Rockhurst College, 15-17 October
1999—University of Wisconsin at River Falls, WI
2000—Indiana State University, Terre haute, IN
2001—University of Nebraska at Kearney (moved from 1998 because of disruption in air service—Charlie Bicak needs to be contacted ASAP to resolve this issue)

6. Sunday morning session should reconvene at 10:00 am
7. Breakfast and small work sessions will be held from 8:00-10:00 am

D. Dessert at John Jungck's (9:00 pm)

E. Constitution Committee report: Ann Larson
1. The constitution should be gender neutral
2. Officer's duties should be updated and summarized, a handbook describing these duties should be prepared for the Beloit Meeting
3. A new position of Web Master should be created
4. Past-President should automatically be Chair of the Constitution Committee
5. Proposed language changed should be forwarded to John Jungck for inclusion in the next Bioscene by 10 March 1997

6. Motions:
   a. Gender discrimination in the constitution should be corrected. m/s/p unanimously
   b. Add responsibility of Past-President to be Chair of the Constitution Committee. m/s/p unanimously
   c. Create a new position of Web Master to maintain our electronic presence; to be appointed by the Steering Committee. m/s/p unanimously

F. Program Chair: Nancy Sanders. Abstracts should be submitted to John Jungck and Teresa Holevas by 1 March 1997

G. Name change
1. Hypercube tesseract is a 4-d hypercube that would be a good place to start for a logo
2. Motion: Amend the previous motion to read: Resolution to be presented before the membership at the Beloit Meeting to amend the Constitution to change the name of MCBT to ACUBE (Association of College and University Biology Educators). m/s/p unanimously
3. Leona Truchan, Karen Klyczek and Tim Mulkey will draft a description of the rationale for the name change and submit it to John Jungck for publication in Bioscene in the next issue.

H. Membership: Marc Roy
1. Marc Roy is working with Dick Wilson on sending letters to the chairs of Biology Departments at Colleges and Universities in the midwest.
2. Motion: Make Wm. C. Brown a sustaining member in recognition of all their contributions. m/s/p unanimously

I. John Carlock Fund: Bill Brett
1. Grants should help offset costs of attending meetings for graduate students
2. Getting graduate students to attend our meetings will benefit us and the graduate students
3. Graduate students should submit a letter describing why they wish to attend our annual meeting

J. Bioscene: John Jungck
1. We need more manuscripts
2. ACUBE name change should help recruit more manuscripts
3. A writing workshop will be offered during the normal time of the Bioscene Editorial Board Meeting at the Beloit Meeting; the goal is to help presenters turn their presentations into manuscripts for publication in Bioscene

K. Web Page Committee
1. We need to update email links on our homepage so that it can be updated on a weekly basis—Buzz and Karen agreed to work with Tim on this process
2. There should be email links to Steering Committee members

L. Education Archives: Ethel Stanley and Tim Mulkey
1. Quark Express documents will be converted to HTML text to make web pages easier to read, and edit after downloading
2. Dave Findlay, Dick Wilson, and Buzz Hoagland will continue to work on back issues
3. What should be on our CD?
   a. Publications
      b. Introduction
      c. Images
d. List of current members
e. Search engine

4. CD production needs financial backing

M. Historian: Ed Kos—working on the monograph; contacting older members first

O. Future Meetings

Charlie Bicak was not contacted Sunday morning as suggested and the following tentative dates were accepted:
Rockhurst College—15-17 October 1998
University of Wisconsin at River Falls—14-16 October 1999
Indiana State University—2000
University of Nebraska at Kearney—2001

P. Nominations: John Jungck
President Elect—Charlie Bicak, Buzz Hoagland
Secretary—Margaret Waterman
Steering Committee—Jill Kruper, Nancy Sanders, C. Robert Wikel, and Mark Bergland

Q. Tim Mulkey will send out the brochure

R. Karen Klyczek and Ethel Stanley will take the poster to NABT; any information to be included should be forwarded to her

VI. Adjournment at 12:50 pm

Respectfully submitted, Buzz Hoagland, 19 March 1997

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**TENURE-TRACK POSITION: Biology: Field Biology and Genetics**

**RANK:** Assistant or Associate Professor

**DEPARTMENT:** Biology

**STARTING DATE:** September, 1998

**DEADLINE:** Applications accepted until position is filled. Screening will begin at the end of January.

**QUALIFICATIONS:** Required: Ph.D. in an appropriate scientific area; demonstrated expertise in animal field biology and molecular genetics; willingness to teach interdisciplinary and team-taught biology and general education courses; and support the mission of the College. Preferred: college-level teaching and research experience; interest in agricultural issues.

**RESPONSIBILITIES:** Teach courses from among genetics, several field biology courses, general biology for majors, and interdisciplinary general education; carry on an active research program involving undergraduates; scholarship and service appropriate to the liberal arts setting.

**SALARY:** Competitive

**APPLICATION PROCEDURE:** Send letter of application addressing qualifications; statement of teaching philosophy; curriculum vitae; unofficial copies of transcripts of undergraduate and graduate work; names, addresses, phone, fax or e-mail address for three professional references to: Dr. Ann Henninger, Chair, Department Biology, Wartburg College, 222 Ninth St. NW, Waverly, IA 50677.

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