



BOARD OF TRUSTEES

Saturday, July 23, 2005

8 a.m. - noon

1. Executive Session

- 1.1 President Barnes called the meeting to order.
- 1.2 Secretary Jones conducted the roll call and announced there was a quorum.
- 1.3 Accreditation Committee recommendations
 - 1.3.1 The following progress reports were approved without reservations.
 1. Auburn University
 2. Boise State University
 3. California Polytechnic State University
 4. Central Missouri State University
 5. Colorado State University
 6. Illinois State University
 7. Minnesota State University – Moorhead
 8. Oregon State University
 9. University Of Louisiana at Monroe
 10. University of Maryland Eastern Shore
 - 1.3.2 The following progress reports were approved with reservations.
 1. Eastern Kentucky University
 2. Jefferson State Community College
 3. Saskatchewan Institute of Applied Science and Technology
 4. Virginia Polytechnic Institute and State University
 5. Washington State University
 - 1.3.3 The progress report for University of Nevada – Las Vegas was not accepted and was requested to be resubmitted.
 - 1.3.4 Accreditation Actions
 1. Arizona State University – Renewal
 2. Bradley University – Renewal
 3. Louisiana State University – Renewal
 4. Roger Williams University – Renewal
 5. South Dakota State University – Initial accreditation
 6. University of Cincinnati – Renewal
 7. University of North Florida – Renewal
- 1.4 Board actions
 - 1.4.1 Proposed changes to the ACCE forms will be posted on the web for review and comment.
 - 1.4.2 The Tax Resolution for the 2005 Annual Meeting listed as Board Action #3 was passed by acclamation.
 - 1.4.3 Recognition of non-degree providers
 1. Safety Council of Louisiana – 3 years as a non-degree provider
 2. NAWIC Education Foundation – 3 years as a non-degree provider

- 1.4.4. Recognition of non-degree programs
 - 1. Safety Council of Louisiana's Certified Occupational Safety Specialist- 3 years as a non-degree program.
 - 2. NAWIC Education Foundation's Certified Construction Associate – 1 year as a non-degree program.
- 1.5 Candidate programs and program visits
 - 1.5.1 There are eight accreditation visits scheduled for Fall 2005.
 - 1.5.2 The University of Houston has been admitted to candidate status and New York City Technical College has been readmitted to candidate status.

2. Business Session

- 2.1 President Barnes called the meeting to order and welcomed guest.
- 2.2 Secretary Jones conducted the roll call and announced there was a quorum.
- 2.3 President Barnes asked for the introduction of trustees and guests.
- 2.4 Report on Executive Session
 - 2.4.1 President Barnes announced the actions taken on sixteen progress reports, six accreditation renewals, one initial accreditation, two non-degree providers, and two non-degree programs.
 - 2.4.2 President Barnes noted the proposed changes to the ACCE forms listed as Board Action Item #1 will be posted on the web for review and discussion. He discussed the proposed Educator-at-Large Trustee and who would be eligible for this classification.
- 2.5 Ben Uwakweh made a motion to approve the minutes of the February 2005 Board of Trustees Meeting. Toni Hynds seconded the motion and the minutes were approved without dissent.
- 2.6 Treasurer's Report
 - 2.6.1 Walter Dukes reviewed the financial reports located in Tab 4.
 - 2.6.2 Walter Dukes moved for approval of the 2005 – 2006 Operating Budget. Sid Hymes seconded the motion and the budget was approved without dissent.
- 2.7 President's Report
 - 2.7.1 President Barnes noted the development of a new marketing plan and progress in increasing the construction education fund.
- 2.8 Vice President's Report
 - 2.8.1 The Vice President's report will be covered under the Long Range Planning Committee report.
- 2.9 Executive Vice President's Report
 - 2.9.1 The Executive Vice President's report is found in Tab 6.
 - 2.9.2 The delegation from China was unable to get visas in time to attend the meeting in Providence.
 - 2.9.3 The CHEA progress report will be due in January 2006.
 - 2.9.4 Mike Holland reported attending CON-EXPO and spoke at the AIC annual forum, the Associated Schools of Construction conference, and the CMAA annual conference.

- 2.9.5 A presentation will be made to the National Association of State Contractors Licensing Agencies to encourage each state's licensing association to become members of ACCE.
- 2.9.6 The ACCE-HCA golf fundraiser will be held in September.
- 2.10 Executive Committee Report
 - 2.10.1 There are no additional requirements by the State of Oklahoma pertaining to filings, procedures, or regulations required by the Sarbanes Oxley Act.
 - 2.10.2 The auditors recommended the Secretary should sign the Board minutes.
 - 2.10.3 The delegation from China was unable to get visas in time to attend the meeting in Providence. ACCE has requested the signing of the Agreement of Reciprocity by ACCE and NBCMA occur at the San Diego meeting in February.
 - 2.10.4 The Executive committee recommended proposals be obtained from Chicago, Milwaukee, and Grand Rapids for the July 2006 Annual Meeting.
 - 2.10.5 The Executive Committee recommended numerous proposed changes to ACCE forms. These proposals will be posted on the web site for review and comment.
- 2.11 Report on Activities with the Chartered Institute of Building
 - 2.11.1 Roger Liska noted the report is located in Tab 7.
 - 2.11.2 The University of South Australia is ready for an accreditation visit.
 - 2.11.3 There was a ceremony to recognize the relationship between ACCE and CIOB.
- 2.12 Report on Activities with NBCMA
 - 2.12.1 The signing of the Agreement of Reciprocity has been postponed due to the inability of the Chinese delegation to get visas in time to attend the Providence meeting.
- 2.13 Committee Reports
 - 2.13.1 Accreditation
 - 2.13.1.1 The accreditation committee reviewed sixteen progress reports, six accreditation renewals, and one initial accreditation.
 - 2.13.1.2 The accreditation committee endorsed a change to the ACCE forms to allow committee members who have served on a visiting team to vote in committee on accreditation actions.
 - 2.13.2 Guidance
 - 2.13.2.1 A subcommittee has been established to examine the committee responsibilities and suggest ACCE inter committee activities and committee protocol to improve efficiency.
 - 2.13.3 Standards
 - 2.13.3.1 The committee reviewed the standards for sections VI through IX.
 - 2.13.3.2 The Standards Committee needs two hours for their next meeting to review section III of the standards.
 - 2.13.3.3 Subcommittees are suggesting revised standards for oral communication, written communication, and ethics.
 - 2.13.3.4 A workshop will be required to communicate the changes to these standards.
 - 2.13.4 Development
 - 2.13.4.1 The ACCE marketing plan is on the web page.

- 2.13.4.2 The brochure should be completed by February.
- 2.13.4.3 The committee is working on recruitment and retention of members. A list of 700 schools with construction programs has been developed. A discussion board will be set up for comment and suggestions concerning awards and recognition.
- 2.13.5 Finance
 - 2.13.5.1 Walter Dukes reported that progress is continuing on the development of the five year budget projection.
- 2.13.6 Associate Degree Program Directors
 - 2.13.6.1 Tom Burns reported the associate degree course matrix is being reviewed.
- 2.13.7 Baccalaureate Program Directors
 - 2.13.7.1 Larry Grosse made a presentation to the Baccalaureate Program Directors Meeting on fundraising for Construction Management Programs.
 - 2.13.7.2 There was a discussion of graduate program accreditation at the Baccalaureate Program Directors Meeting.
- 2.13.8 Nominating Committee
 - 2.13.8.1 President – Mark Benjamin
 - 2.13.8.2 Vice President – Bob Segner
 - 2.13.8.3 Executive Vice President – Mike Holland
 - 2.13.8.4 Educator Trustees – Richard Boser
Hollis Bray
Jimmy Gill
Murray Jones
Tom Rogers
 - 2.13.8.5 Industry-at-Large Trustee – Toni Hynds
 - 2.13.8.6 Public-at-Large Trustee – Chuck Matrosic
- 2.13.9 Long Range Planning Committee
 - 2.13.9.1 A task force was created to investigate ways to streamline and improve the accreditation process.
 - 2.13.9.2 A task force was created to investigate ways to improve ACCE governance and make internal improvements.
 - 2.13.9.3 The results of a survey on accreditation of construction education master degree programs are located in Tab 10. A feasibility study of recognition of graduate programs will be done for four programs.
- 2.13.10 Association/Industry
 - 2.13.10.1 More industry participation is needed in Visiting Teams. The amount of time required to be a Visiting Team member is perceived to be an obstacle to increasing participation. Consideration should be given to offering localized training at an Association or company site. A follow up letter requesting a resume should be sent to individuals completing Visiting Team training.
- 2.13.11 Construction Education Fund Committee
 - 2.13.11.1 The construction education fund has \$33,000. The raffle should bring in an additional \$4,000 or \$5,000.
 - 2.13.11.2 There is one grant proposal waiting for a response and additional opportunities have been identified.

2.13.12 Non-Degree Construction Education Task Force

- 2.13.12.1 The initial two pilot non-degree programs have been completed and recognition awarded. Consideration is needed to determine the next programs to be reviewed.

2.13.13 Assessment Task Force

- 2.13.13.1 Best practices for learning outcomes will be developed.

2.13.14 Training Committee

- 2.13.14.1 Training sessions were conducted during the 2005 Annual Meeting for new attendees, visiting team members, and visiting team chairs. Case studies have been added to the visiting team member training.
- 2.13.14.2 A task force has been created to continue the development of a comprehensive leadership development program.
- 2.13.14.3 A task force has been created to develop a document to provide orientation, definition of duties and expectations for Board members.

2.13.15 Self Assessment Task Force

- 2.13.15.1 Each chair will provide a report indicating what they are doing, changes and challenges confronted over the last five years, what they have done over the last five years, and future plans. Reports must be completed by September 1.

Chuck Swensen moved that the committee reports be accepted. Toni Hynds seconded and the motion was passed.

2.14 The meeting was adjourned.

3. Association Member Meeting

3.1 President Barnes called the meeting to order.

3.2 Secretary Jones conducted the roll call and announced there was a quorum.

3.3 Nominating Committee Recommendations

3.3.1 Educator Trustees

Richard Boser
Hollis Bray
Jimmy Gill
Murray Jones
Tom Rogers

3.3.2 Industry-at-Large Trustee

Toni Hynds

3.3.3 Public-at-Large Trustee

Chuck Matrosic

3.4 A motion was made and seconded to elect the nominated trustees. The motion was approved.

3.5 There was no other business.

3.6 The meeting was adjourned.

5. New Board of Trustees Meeting

- 4.1 President Barnes called the meeting to order.
- 4.2 Secretary Jones conducted the roll call and announced there was a quorum.
- 4.3 Nominating Committee Recommendations
 - 4.3.1 President – Mark Benjamin
 - 4.3.2 Vice President – Bob Segner
 - 4.3.3 Executive Vice President – Mike Holland
- 4.4 Leon Copeland moved the nominating committee recommendations for President, Vice President, and Executive Vice President be approved. Sid Hymes seconded and the nominees were approved.
- 4.5 Recognitions
 - 4.5.1 Bill Barnes was recognized for his service to ACCE.
 - 4.5.2 Charles Matrosic was given special recognition for his service to ACCE.
- 4.6 Plans for 2005 – 2006
 - 4.6.1 Plan to continue to improve the effectiveness and efficiency of ACCE.
 - 4.6.2 Plan to increase the ACCE family of members, programs and participants.
 - 4.6.3 Plan to encourage suggestions and open dialogue and meetings.
- 4.7 Committee Chair and Committee Recommendations
 - 4.7.1 Committee assignments are not complete. Recommendations will be sent by email for approval.
- 4.8 There was no other business.
- 4.9 Future Meeting Dates and Locations
 - 2006 Mid-Year Meeting, February 22-25, 2006, San Diego
 - 2006 Annual Meeting, July 26-29, 2006
 - 2007 Mid-Year Meeting, February 21-24, 2007
 - 2007 Annual Meeting, July 25-28, 2007
- 4.10 A motion to adjourn was made by Ben Uwakweh. The motion was approved and the meeting was adjourned at 10:35.

These minutes are respectfully submitted by Secretary, Murray Jones:



Signature

12/16/05
Date