



Mid Year Meeting 2008

Minutes

Executive Committee Wednesday, February 20, 2008 3 – 5 p.m.

1. Bob Segner called the meeting to order at 3:05 p.m. and welcomed the Executive Committee members and visitors. Segner announced the passing of Bob Pyle's wife Shirley and the passing of Al Bryski.

Attendees:

Chuck Avery	David Batie	Mark Benjamin
Bruce Beckham	Chuck Berryman	Keith Bisharat
Travis Chapin	Connie Ciesielski	Michael Emmer
Desmond Fletcher	Jimmy Gill	Fred Gould
Fred Hart	Cisco Hobbs	Mike Holland
Doug Kruger	Marla McIntyre	Bob Meyer
Steve Nellis	Andrew Platten	Carl Roegner
Charles Roesset	Tom Rogers	Khalid Siddiqi
Tulio Sulbaran	E. Scott Sumner	

2. Minutes of July 2007 meeting were approved.

3. Agendas

- a. Segner noted the Agenda for Annual Board of Trustee Meeting
- b. Items brought forward for discussion

4. Financial Report

- a. Mike Holland reviewed the Proposed Budget for FY 2009, which projects a loss in 2009. Most investments are short term CDs.
- b. 5-year Projections show an increase in negative cash flow, suggesting that ACCE needs to raise funds. Holland has reduced some expense items, including travel, to offset the negative balances. He does not predict growth in association membership. Visiting Team funds are adequate for the next five years if used conservatively.

5. Committees

- a. Accreditation, Carl Roegner – There are five accreditation actions and 14 reports. The Committee will present a Bylaws recommendation to the Executive Committee and noted that some accreditation visits may need to be rescheduled to even out the schedule.
- b. Standards, Desmond Fletcher – The Committee will review self-assessment, discuss reports from Online Programs Task Force, review proposed Document 103 from Graduate Education Task Force, review bylaws issue,

- review proposed changes in CHEA guidelines, and discuss dual campus accreditation issues related to standards.
- c. Guidance, Fred Gould - Discussion on the draft “cookbook” for candidate schools accreditation. Conducting a self-study workshop.
 - d. Development, Tulio Sulbaran – Focusing on academia, associations, and industry and outreach to these groups to create awareness of ACCE. Have shared information on ACCE in Chile. Marketing materials are available on the ACCE Web site. Committee members now have an “ACCE Marketing Box” to take to meetings and exhibits. Sulbaran noted the best way to create awareness is through personal contact.
 - e. Dupree Education Fund, Mike Holland – Finalizing approval of the scholarship application and encouraging submittals.
 - f. Training – no report
 - g. Long Range Planning, Steve Nellis – Undertaking review and development of a new strategic plan.
 - h. Nominating, Mark Benjamin – Will report to the Board on Saturday. Segner acknowledged the establishment of a \$10,000 scholarship donated by Mr. Benjamin.
6. Task Forces
- a. Non-degree – Segner reported Sharon McGuinness will lead the task force and will make a recommendation in July 2008.
 - b. Student Learning Outcomes, Craig Capano – Continuing review of CHIA documents, presentations on learning outcomes.
 - c. Self-assessment, Doug Kruger – Working on a new section for policy manual on self-assessment, looking at standardization of the survey instrument.
 - d. Graduate Degree Task Force – Mike Holland reported development of documents to present to Standards, Guidance, and Long Range Planning for review with hopes of pilot efforts in Spring 2009.
7. Caucus
- a. Associate Degree Program Directors, Fred Hart – There will be a joint meeting of the Program Directors, Industry, and Associations.
 - b. Baccalaureate Degree Program Directors, Khalid Siddiqi – Presentation of BIM use in educational institutions followed by a joint session as noted above.
 - c. Industry/Association Representatives, Robert Meyer – Will discuss the quality and number of students available for hire and how industry and associations can help increase the number of graduates, and how to attract more industry members to ACCE. Mike Holland reported that Association Trustees will meet in closed session on Friday.
8. International Report was noted in Tab 7.
9. New Attendees and Hosts were reported in Tab 2.13.
10. Other Business - Mike Holland noted the effect of Sarbanes-Oxley on the ACCE audit. Tab 3 included a comparison of accounting review levels. Holland recommended the Board to consider whether to conduct a full audit or review. A bylaws change may be needed.

11. Segner noted that there were 135 attendees and highlighted some of the activities during the meeting.
12. Future Meetings
 - 2008 Annual Meeting – July 23-26 – Schaumburg, Illinois
 - 2009 Mid Year Meeting – February 18 – 21, 2009 – Jacksonville, Florida
13. The meeting was adjourned at 4:20 p.m.